

## **CU Denver/Anschutz** <sup>[1]</sup>

**Please note:** To receive the Tuition Assistance Benefit, you must meet each individual, step-by-step deadline listed below for your campus of registration, and you must follow all policy guidelines.

- Spring 2025
- Fall 2024
- Summer 2024

## **Campus Steps and Deadlines**

**Apply to CU Denver/Anschutz before the semester begins**

### **Degree applications**

**Denver Campus:** Complete the [degree application](#) <sup>[2]</sup>. Contact Admissions for application details and deadlines.

**Anschutz Medical Campus:** Contact your school or college for complete application details and deadlines.

### **Non-degree applications**

**Denver Campus:** Complete the [non-degree application](#) <sup>[3]</sup> by **Jan. 2, 2025**

**Anschutz Medical Campus:** Complete the appropriate non-degree applications for the for the College of Nursing <sup>[4]</sup> by **Dec. 31, 2025**, the School of Public Health <sup>[5]</sup> by **Jan. 7, 2025** or the Graduate School <sup>[6]</sup> by **Dec. 20, 2024**.

Employees/Dependents must apply as a student on the campus of the course.

**Register for your courses**

## **Dependents and Employees Register: On designated registration day**

- Please do not contact instructors before the first day of class to ask about waitlists or holding spaces in their courses. This may jeopardize your space in the course.
- Anschutz Campus: Check your program-specific academic calendar <sup>[7]</sup> for the start date of the specific course(s) you are requesting.
  - **Eligible CU Anschutz programs/courses**
    - College of Nursing
      - Only courses held at Anschutz Medical Campus are eligible.
    - Colorado School of Public Health
    - Graduate School Programs/Courses
    - Pharmacy Programs (PharmD is ineligible)
      - Pharmaceutical Sciences
      - Toxicology
      - Pharmaceutical Outcomes Research
    - **Ineligible CU Anschutz programs/courses**
      - School of Medicine programs
      - School of Dental Medicine programs
      - Physical Therapy program
      - Skaggs School of Pharmacy PharmD program (traditional & non-traditional)
      - School of Medicine Physician Assistant Program (CHA/PA) program
      - Anesthesiology program
      - Additional ineligible CU Anschutz courses:
        - Courses offered through extended studies
        - All other programs not specifically listed in the above eligible section.
  - The student is responsible for submitting the Student Insurance Waiver if they're covered by other insurance.

## **Pay fees and non-waived tuition**

**Dependent Deadline: Feb. 7, 2025**

**Employee Deadline: Feb. 7, 2025**

- You must pay any additional fees and/or non-waived tuition by the tuition due date.
- For more information, visit the CU Denver/CU Anschutz Bursar's Office website <sup>[8]</sup>.

## **Colorado resident undergraduates - Apply for the College Opportunity Fund**

**Application Deadline: May 10, 2025**

## Authorization Deadline: May 17, 2025

- If you or your dependent are an undergraduate student taking undergraduate courses and are a Colorado resident, apply for the College Opportunity Fund <sup>[9]</sup> (COF).
- Please note: If these funds are available to you or your dependent and you do not use them, you will be responsible for the tuition amount that would be covered by COF.

## Tuition Assistance Steps and Deadlines

### Check your eligibility

You must be:

- In a regular, non-temporary benefits eligible job code <sup>[10]</sup>,
- In a 20 hours per week or more appointment (a 50% or greater appointment),
- Eligible for benefits by the tuition assistance application deadline at the campus you will attend.

Note: If your hire date is the first of the month, your eligibility begins that day. If your job began on any other day of the month, your eligibility begins on the first of the following month.

### Apply for the Tuition Assistance Benefit

**Application opens:** Dec. 2, 2024

**Application deadline:** 5 p.m. Feb. 5, 2025

Use the Tuition Assistance Benefit Application for employee and dependent submissions for all campuses. Employees must submit the application on their dependent's behalf.

### Access the application:

1. Log into the employee portal <sup>[11]</sup>.
2. Open the **CU Resources** dropdown menu (at the top left of the page) and select **Forms**.
3. Click the **Benefits** tile, then click the **Tuition Assistance Application** tile.

**Note:** If your dependent is not listed on your CU health, dental or life insurance, you must submit a Dependent Eligibility Verification Form <sup>[12]</sup>. When you fill out the Tuition Assistance Benefit Application, attach and submit it with your application.

## **Watch for a confirmation email within 24 hours after you submit your Tuition Assistance Benefit application**

You will receive an email confirmation from [tuitionbenefit@cu.edu](mailto:tuitionbenefit@cu.edu) <sup>[13]</sup> that we have received your application within 24 hours. Once Employee Services determines your eligibility, you'll receive another email confirmation.

### **Tuition Assistance steps and approvals**

- Employee Services verifies Tuition Assistance employee and dependent eligibility.
- The Registrar's Office at your campus of registration will verify your course's eligibility, within 2-3 business days.
- You'll receive an email confirmation when your benefit is applied to your student account by the Bursar's Office.

If any courses are ineligible:

- You will have five business days from the receipt of your email notification to drop these courses.
- If you do not drop these courses, you will be responsible for paying out-of-pocket for these courses.

For any questions regarding course eligibility or to tuition waiver being applied to your bill, you can contact [Facstaff.waiver@ucdenver.edu](mailto:Facstaff.waiver@ucdenver.edu) <sup>[14]</sup>.

### **Resubmit Tuition Assistance Benefit Application for new courses, if necessary**

**Deadline:** 5 p.m. Feb. 5, 2025

If the courses you originally requested were full, resubmit the Tuition Assistance Benefit application to Employee Services with a list of new courses.

We cannot accept course corrections after the Tuition Assistance Benefit application deadline.

## **Campus Steps and Deadlines**

**Apply to CU Denver/Anschutz before the semester begins**

**Degree applications**

**Denver Campus:** Complete the degree application [2]. Contact Admissions for application details and deadlines.

**Anschutz Medical Campus:** Contact your school or college for complete application details and deadlines.

## Non-degree applications

**Denver Campus:** Complete the non-degree application [3] by **Aug. 19, 2024**

**Anschutz Medical Campus:** Complete the appropriate non-degree applications for the School of Public Health [5] by **Aug. 15, 2024**, College of Nursing [15] by **Aug. 11, 2024**, or the Graduate School [6] by **Aug. 5, 2024**.

Employees/Dependents must apply as a student on the campus of the course.

## Register for your courses

### **Employees and Dependents Register:** On designated registration day

- Employees no longer have to wait until 7 days prior to the start of the semester to enroll.
- Please do not contact instructors before the first day of class to ask about waitlists or holding spaces in their courses. This may jeopardize your space in the course.
- Anschutz Campus: Check your program-specific academic calendar [16] for the start date of the specific course(s) you are requesting.
  - The student is responsible for submitting the Student Insurance Waiver if they're covered by other insurance.
- **Only courses listed on your Tuition Assistance Benefit application will be covered by the Tuition Assistance Benefit. If you need to add another course(s), please resubmit a new TAB application with the new course(s) and all other courses that you want covered listed in the previous application by the TAB application deadline.**

## Add/Drop Deadline

**Denver Campus:** Sept. 4, 2024

**Anschutz Medical Campus:** Sept. 6, 2024

## Pay fees and non-waived tuition

**Dependent Deadline:** Sept. 6, 2024

## **Employee Deadline: Sept. 6, 2024**

- You must pay any additional fees and/or non-waived tuition by the tuition due date.
- Employees with outstanding applications will have until Sept. 30, 2023 to pay their account.
- For more information, visit the CU Denver/CU Anschutz Bursar's Office website <sup>[8]</sup>.

## **Colorado resident undergraduates - Apply for the College Opportunity Fund**

### **Application Deadline: Dec. 7, 2024**

### **Authorization Deadline: Dec. 14, 2024**

- If you or your dependent are an undergraduate student taking undergraduate courses and are a Colorado resident, apply for the College Opportunity Fund <sup>[9]</sup> (COF).
- Please note: If these funds are available to you or your dependent and you do not use them, you will be responsible for the tuition amount that would be covered by COF.

## **Tuition Assistance Steps and Deadlines**

### **Check your eligibility**

You must be:

- In a regular, non-temporary benefits eligible job code <sup>[10]</sup>,
- In a 20 hours per week or more appointment (a 50% or greater appointment),
- Eligible for benefits by the tuition assistance application deadline at the campus you will attend.

Note: If your hire date is the first of the month, your eligibility begins that day. If your job began on any other day of the month, your eligibility begins on the first of the following month.

### **Apply for the Tuition Assistance Benefit**

**Application opens: Aug. 1, 2024**

**Application deadline: 11:59 p.m. Sept. 4, 2024**

Use the Tuition Assistance Benefit Application for employee and dependent submissions for all campuses. Employees must submit the application on their dependent's behalf.

### **Access the application:**

1. Log into the employee portal <sup>[11]</sup>.
2. Open the **CU Resources** dropdown menu (at the top left of the page) and select **Forms**.
3. Click the **Benefits** tile, then click the **Tuition Assistance Application** tile.

**Note:** If your dependent is not listed on your CU health, dental or life insurance, you must submit a Dependent Eligibility Verification Form <sup>[12]</sup>. When you fill out the Tuition Assistance Benefit Application, attach and submit it with your application.

### **Watch for a confirmation email within 24 hours after you submit your Tuition Assistance Benefit application**

You will receive an email confirmation from [tuitionbenefit@cu.edu](mailto:tuitionbenefit@cu.edu) <sup>[13]</sup> that we have received your application within 24 hours. Once Employee Services determines your eligibility, you'll receive another email confirmation.

### **Tuition Assistance steps and approvals**

- Employee Services verifies Tuition Assistance employee and dependent eligibility.
- The Registrar's Office at your campus of registration will verify your course/s eligibility, within 2-3 business days.
- You'll receive an email confirmation when your benefit is applied to your student account by the Bursar's Office.

If any courses are ineligible:

- You will have five business days from the receipt of your email notification to drop these courses.
- If you do not drop these courses, you will be responsible for paying out-of-pocket for these courses.

For any questions regarding course eligibility or to tuition waiver being applied to your bill, you can contact [Facstaff.waiver@ucdenver.edu](mailto:Facstaff.waiver@ucdenver.edu) <sup>[14]</sup>.

### **Resubmit Tuition Assistance Benefit Application for new courses, if necessary**

**Deadline:** 11:59 p.m. Sept. 4, 2024

If the courses you originally requested were full, resubmit the Tuition Assistance Benefit application to Employee Services with a list of new courses.

We cannot accept course corrections after the Tuition Assistance Benefit application deadline.

# Campus Steps and Deadlines

**Apply to CU Denver/Anschutz before the semester begins**

## Degree applications

**Denver Campus:** Complete the degree application [2]. Contact Admissions for application details and deadlines.

**Anschutz Medical Campus:** Contact your school or college for complete application details and deadlines.

## Non-degree applications

**Denver Campus:** Complete the non-degree application [3] by **June 1, 2024**

**Anschutz Medical Campus:** Complete the appropriate non-degree applications for the for School of Public Health [5] and by **June 1, 2024**, for the Graduate School [6] by **May 13, 2024**, or for the College of Nursing [17] by **May 12, 2024**.

Employees/Dependents must apply as a student on the campus of the course.

## Register for your courses

**Dependents Register:** On designated registration day

### Employees Register:

- CU Denver Maymester - **May 6, 2024**.
- CU Denver Summer - **May 27, 2024**.
- Anschutz - **May 27, 2024**.
- Please do not contact instructors before the first day of class to ask about waitlists or holding spaces in their courses. This may jeopardize your space in the course.
- Anschutz Campus: Check your program-specific academic calendar [16] for the start date of the specific course(s) you are requesting.
  - At Anschutz, only Nursing, Public Health and Graduate School courses (except PUBH 6606, BIOS 6990, CBHS 6990, EHOH 6990, EPID 6990, HSMP 6990, PMHW 6990, and PUBH 6991) are eligible for the benefit.
  - The student is responsible for submitting the Student Insurance Waiver if they're covered by other insurance.
- **Only courses listed on your Tuition Assistance Benefit application will be covered by the Tuition Assistance Benefit. If you need to add another course(s), please resubmit a new TAB application with the new course(s) and all other courses that**



**you want covered listed in the previous application by the TAB application deadline.**

## **Pay fees and non-waived tuition**

**Denver Deadline:** June 14, 2024

**Anschutz Medical Campus Deadline:** June 7, 2024

- You must pay any additional fees and/or non-waived tuition by the tuition due date.
- For more information, visit the CU Denver/CU Anschutz Bursar's Office website <sup>[8]</sup>.

## **Colorado resident undergraduates - Apply for the College Opportunity Fund**

**Application Deadline:** July 12, 2024

**Authorization Deadline:** July 19, 2024

- If you or your dependent are an undergraduate student taking undergraduate courses and are a Colorado resident, apply for the College Opportunity Fund <sup>[9]</sup> (COF).
- Please note: If these funds are available to you or your dependent and you do not use them, you will be responsible for the tuition amount that would be covered by COF.

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### **Check your eligibility**

You must be:

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Note: If your hire date is the first of the month, your eligibility begins that day. If your job began on any other day of the month, your eligibility begins on the first of the following month.

### **Apply for the Tuition Assistance Benefit**

**Application opens:** May 1, 2024

**Application deadline:** June 11, 2024

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**Access the application:**

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**Resubmit Tuition Assistance Benefit Application for new courses, if necessary**

**Deadline:** June 11, 2024

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## Upcoming application opening dates

- Summer 2025: May 1, 2025
- Fall 2025: Aug. 1, 2025
- Spring 2026: Dec. 1, 2025

### Groups audience:

Employee Services

### Right Sidebar:

ES: Benefits & Wellness - UCD/AMC TAB Policies, Details and Contact

ES: Benefits - Tuition Benefit DEN Quick Links

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**Source URL:**<https://www.cu.edu/employee-services/benefits-wellness/current-employee/tuition-assistance/cu-denveranschutzz>

### Links

[1] <https://www.cu.edu/employee-services/benefits-wellness/current-employee/tuition-assistance/cu-denveranschutzz> [2] <http://www.ucdenver.edu/admissions/apply/Pages/apply.aspx>

[3] <https://www.ucdenver.edu/admissions/non-degree-admissions>

[4] <https://nursing.cuanschutzz.edu/admissions> [5] <http://coloradosph.cuanschutzz.edu/admissions/how-to-apply/non-degree-applicants> [6] <http://graduateschool.cuanschutzz.edu/admissions#ac-continuing-non-degree-graduate-students-1> [7] <https://www.cuanschutzz.edu/registrar/academic-calendars/2024-2025>

[8] <http://www.ucdenver.edu/student-services/resources/CostsAndFinancing/StudentBilling/TuitionFees/Pages/TuitionFees.aspx>

[9] <https://cof.college-assist.org/> [10] <https://www.cu.edu/docs/benefit-eligibility-matrix> [11] <https://my.cu.edu> [12] <https://www.cu.edu/docs/dependent-eligibility-verification>

[13] <mailto:tuitionbenefit@cu.edu> [14] <mailto:Facstaff.waiver@ucdenver.edu>

[15] <https://nursing.cuanschutzz.edu/> [16] <https://www.cuanschutzz.edu/registrar/academic-calendars/2022-2023> [17] <https://nursing.cuanschutzz.edu/academics/nondegree-programs>