

UB School of Social Work - Tuition Waiver for Field Educators

Frequently Asked Questions

Q. What does the Tuition Waiver pay for?

A. The Tuition Waiver pays the New York State resident [tuition fee](#) for SUNY Graduate courses. This does not include the [comprehensive fees or activity fees](#). This also does not include out of state fees for residents outside of NYS.

Q. Can Tuition Waivers be used for PhD courses?

A. As of Fall 2011, the Tuition Waivers can be used for Phd courses. This may be subject to change. Please contact Student Response Center at 716-645-2450 to confirm.

Q. What are comprehensive and activity fees?

A. The [Comprehensive Fee](#) is a consolidation of campus-required fees which support several University services.

Q. Do I have to use the Tuition Waiver for a graduate course at SUNY at Buffalo?

A. No. But, it must be used for a SUNY graduate level course. You may use the waiver at any SUNY school. This may include SUNY online graduate level courses. Please visit <http://sln.suny.edu/index.html> for information about SUNY on-line education.

Q. Can the tuition waiver be used for any graduate level program?

A. Yes. However, some graduate level programs may charge a higher tuition than the standard NYS resident rate. In this case, you will be required to pay the difference between the value of the tuition waiver and the amount charged by the graduate program.

Q. Do Tuition Waivers expire?

A. Yes, tuition waivers are redeemable for a 2-year period from the date of issuance.

Q. Do I need to turn the Tuition Waivers form in by a certain date?

A. Yes, all Tuition Waivers earned during this semester must be requested by the deadline specified on the request form. We will not be able to honor requests received after that date.

Q. Who can Tuition Waivers be transferred to?

A. Tuition waivers may not be transferred to family, friends or students. Tuition waivers may be transferred to a specific member of the professional staff of the agency by the chief administrative officer of the agency. The person requesting the waiver must be listed on the request form. Waivers can not be transferred once they have been issued.

Q. Can Tuition Waivers be transferred once they have been issued?

A. No, once issued, a tuition waiver cannot be transferred to another person. The person whose name appears on the waiver must use it.

Q. Can Tuition Waivers be used the same semester I have a student?

A. No, Tuition Waivers cannot be used in the semester in which you are requesting the waiver. For example, if you have a student and request a Tuition Waiver in the Summer semester, you cannot use the waiver in that Summer semester.

Q. Does the number of students I have affect the number of waivers I get?

A. Yes, if you supervise two students, you are entitled to a waiver for each. Each waiver is good for three credit hours.

Q. What do I need to do to receive my Tuition Waiver?

A. For each waiver requested, you must fill out a copy of the ***Tuition Waiver Request Form*** (please make copies as needed). The response must be legible. The Social Security number and home address of the person to whom the waiver is being issued must be included.

Q. Can I turn in a copy of my Tuition Waiver?

A. No, even though you may make copies of the ***Tuition Waiver Request Form*** as needed, copies of your **completed form** are not valid for requesting a tuition waiver. The original form that you fill out must be returned to the Field Education Department.

Q. Are there taxes on a Tuition Waiver?

A. Whether or not the waivers will be taxable will depend upon your individual tax situation. Due to the value of the waivers, tuition waivers must be reported to the NYS Income Tax Bureau and the IRS as non-employee compensation.

Q. For what year would the Tuition Waiver impact my taxes?

A. As an example which relates to any year:

Waivers requested in the Fall 2011, Spring 2012 and Summer 2012 will be reported to the IRS and NYS Income Tax Bureau as income for the 2012 fiscal year. The tax liability is imposed once the tuition waiver is issued to you regardless of whether or not you actually use it. Once issued, waivers cannot be returned to void tax liability.

Q. What is the maximum number of credit hours I can use Tuition waivers for?

A. Tuition waivers can be used to waive a maximum of 8 credit hours in any one term/semester.

Q. What extra fees apply to residents outside of NYS?

Tuition Waivers cover In-State tuition costs only. If you are a resident outside of New York State, you will be required to pay the additional difference between In-State tuition and out of state tuition. For exact costs of tuition please go to the [Student Accounts Tuition Website](#), click on the semester you are interested in, scroll down to Part-Time, and look at the Graduate Resident Tuition vs. the Non-Resident Tuition. You will need to pay this difference.

Q. Can a 3 credit Tuition Waiver be broken up to take one credit classes?

A. Yes, a student can use a 3 credit waiver for 3 one credit classes as long as the waiver is being used for the same semester for all 3 one credit classes.