

TUITION GRANT PROGRAM

The Tuition Grant Program is available to eligible dependent children of full-time benefit-eligible employees after the employee has continuous service equivalent to four full-time benefit-eligible years. The eligible employee must be in a full-time benefit-eligible position, and the dependent must be actively enrolled as a full-time student at the beginning and end of each semester to be eligible for this benefit. Please note that only the most recent continuous service qualifies for this requirement.

Dependents. Eligible dependents are unmarried sons and daughters through birth, adoption, or legal guardianship. Stepchildren who reside at least 50% of the time in the employee's household for the specified period, or who are claimed as deductions for income tax purposes, are also eligible. The relationship must have existed for at least four years prior to the time the benefit is received. The dependent must be 24 years of age or younger at the end of each semester.

Eligible Institutions. Full-time enrollment at an accredited postsecondary institution for undergraduate work is required. Correspondence schools and programs beyond the bachelor's level are not covered.

Grant Amount. The benefit is 50% of the school's tuition and academic fees, to a maximum of 50% of Wheaton's tuition. Human Resources will mail a tuition grant form to your child's institution to clarify tuition costs, scholarships, if applicable, and payment schedules. That form is required to be completed by the institution **before each term**.

Maximum Benefit. Each dependent is eligible to receive a benefit from only one plan (remission, exchange, grant) per fiscal year to an overall maximum of four years.