



Greater New York (GNY) Education Fund Frequently Asked Questions

How does the program work?

The GNY Education Fund is a benefit through your 1199SEIU contract that can help you pay for education and training.

Tuition Eligibility (You must fulfill the following requirements.):

- ❑ Have continuous, active employment for at least one year in a bargaining unit position for which an employer has agreed to make contributions to the GNY Education Fund.
- ❑ Be a regular employee (either full-time or part-time) of that employer that works at least 21 hours of a workweek. **Temporary Employees are NOT Eligible.**
- ❑ You must have completed your probationary period.
- ❑ You must reach your one (1) year anniversary by September 1 for the fall term, January 1 for the winter and spring terms, and May 1 for the summer term.
- ❑ You must apply EACH semester you plan to attend school. If you're using Continuing Education funds, a new application is required for each seminar or workshop you attend.

Where can I go to school?

The GNY Education Fund offers educational benefits for matriculated programs at accredited colleges and universities. You must check with us to determine which non-health care majors are approved for assistance before enrolling in a program. The GNY Education Fund **does not** provide tuition assistance for all majors.

Are there schools you can go to without paying up front?

We have pre-pay agreements with the following schools

SUNY Brockport

University at Buffalo

Cayuga Community College

Clinton Community College

Corning Community College

SUNY Empire

Erie Community College

Genesee Community College

Jamestown Community College

Mohawk Valley Community College

Monroe Community College

SUNY Morrisville

Niagara County Community College

Onondaga Community College

SUNY Plattsburgh

Tompkins Cortland Community College

SUNY Upstate

**NOTE: Contact us to find out about a specific school as we are continually working to expand our voucher agreements.*

What can I go to school for?

You can go to school or training for programs that are in your direct area of employment, that can help you get a promotion with your employer, or that can upgrade your skills or lead to advancement in health care or related areas.

What does the Fund pay for?

- ❑ The GNY Education Fund will reimburse/issue vouchers for tuition expenses up to a maximum of \$5,460 per calendar year.
- ❑ We pay for a maximum of \$260.00 per credit up to 21 credits per calendar year for courses you receive a grade of C or higher for Undergraduate Tuition.
- ❑ We pay for a maximum of \$405.00 per credit up to the maximum number of credits allowed by the GNY Education Fund per calendar year for courses you receive a grade of B or higher for Graduate Tuition.
- ❑ The maximum payment for fees is \$50.00 per semester. We pay for a maximum of \$150.00 per semester for books (\$300.00 per academic year). You must provide proof of payment for the book(s) and grade(s) to receive reimbursement.

How do I get started?

- Apply to the program of your choice.
- Apply for financial aid by going to www.fafsa.ed.gov.
- Financial Aid Award/Denial Letter must be submitted with Reimbursement Application

**Note: All scholarships, other tuition assistance and financial aid (excluding student loans) you receive will be deducted from the amount of your reimbursement.*

What documents do I need?

The first time you apply, you need:

- Completed application
- Proof of major and degree/Acceptance letter
- Financial Aid Award/Denial Letter
- Employment Verification Letter

If you are already in school, we also need:

- Transcript or prior grade report
- Proof of enrollment
- Proof of current billing status

At the end of the semester, we need:

- Final grade report
- Zero balance bursar bill

You must complete an application **EACH SEMESTER** you're in school.

What about Continuing Education?

This is a reimbursement program. Reimbursement is for a maximum of \$750 per calendar year for continuing education seminars, conferences, workshops, etc. related to health care.

This **DOES NOT COVER: Examination fees, preparation courses for any graduate level entrance examinations (i.e. GMAT, GRE, MCAT), lodging, travel, and material expenses, books, recertification fees or exams*

What documents do I need for CEU Reimbursement?

- Completed application (You must complete a new application for each program you attend Employment Verification)
- Proof of payment
- Proof of course cost/fees
- Proof of completion

Please allow 4-6 weeks for reimbursement processing after all the necessary documents and final grades are submitted.

LPN Tuition Assistance and Hospital Based Training available. Must meet with TUF Staff prior to starting program.