

## **Background Information**

While the method for calculating tuition remission is changing, the underlying concepts remain the same. Tuition remission continues to be an allowable form of compensation for graduate students. Rather than reflecting each student's actual tuition charges or individual hours of enrollment, the remission applied to sponsored awards is based on an average amount, allocated according to each student's effort.

The updated tuition calculation method remains consistent with the previous approach, which also did not take individual student enrollment into account. Tuition was determined using effort and standardized rates (%) applied across sponsored projects.

We will continue to operate under both models until the older awards are phased out.

## **Tools: Updated budget template and tuition calculator now available**

Teams within the SVPRED unit (CGA and eRA) developed and tested an enhancement to the budget template, which includes a tuition calculator, to help with the calculations for proposals, as well as streamline award processing. A version of this template was shared with the AU Research Administration (AURA) core group (which includes college-level designees) and is available for use now.

## **Recording tuition remission expense in Banner**

CGA worked with Business and Administration Technology to test new attributes in Banner and create a new mechanism for recording tuition remission. Tuition remission will be recorded to sponsored funds based on each student's overall effort allocation each pay period, using a fixed monthly average rate. Tuition will be assessed for Fall and Spring academic terms only.

## **Calculation**

For research projects, the student's annual GRA salary should be the starting point for effort allocations, not the student's FTE. For example, if the student has a GRA assignment that is 0.5 FTE and provides an annual salary of \$20,000 to the student, the percentage of effort should be based on the \$20,000 amount. Otherwise, the annual salary would have to be reflected as \$40,000 x 0.5 FTE to arrive at the \$20,000 amount allowable. The tuition calculator assumes the effort percentage is based on the \$20,000 amount.

## **Questions Received from AUSPAN to Date – answers in red.**

- What kind of justification is needed for a Dean to approve a voluntary reduction of 25% or 50%. Is that entirely up to the Colleges? **Yes, this is fully up to the dean.**  
**Utilizing the larger reduction (75%) requires a consultation with SVPRED/Provost**

pursuant to the policy. Potential reasons for a 25% or 50% reduction may include smaller grants in which charging full tuition would make it difficult to cover other direct costs or scenarios in which the PI has a history with a funder who is less willing to support a larger commitment for tuition. Whenever possible, recovery of the full amount is strongly encouraged. As such, the tuition calculator does not accommodate tuition reductions and deviations will need to be calculated manually.

- Does a justification have to be provided in writing and uploaded to Endeavor or is that not necessary? **Yes, a written justification is required to be uploaded to Endeavor for any reductions.**
- There will likely be 3 different budget periods we are working with: academic year, proposed project periods, and awarded project periods. If the awarded project period is different than proposed, will the budget for the project remain as proposed and awarded even though the tuition calculations were based on a different period of performance? **As tuition will be charged based on the rate in effect at that time, the answer is yes.**
- Will OSP provide some boilerplate language for PIs writing budget justifications that explain AU tuition policy and how the tuition is calculated? How much detail do we need to provide on this in our budget justifications? Yes, the following is suggested language:  
  
*Tuition is budgeted as a fixed amount based on the academic year in-state tuition rate and is proportionally allocated according to each graduate assistant's commitment to the sponsored project. A 3% annual increase is applied for multi-year projects.*
- Is summer tuition included? **In accordance with the guidance memo, summer tuition will no longer be assessed for proposals submitted on or after October 1, 2025.**

### **Tuition Reductions**

Allowable reductions of 25%, 50%, or 75% align with the previous policy allowance for remission at 10%, 20%, or 30%. However, we strongly encourage the full rate.

### **Cost Sharing**

Although not explicitly stated in the recent guidance, as per the past policy, tuition will be allowed to meet mandatory cost share requirements.