

TAMU Family
Employee and Family Education Benefit Program
Application for Spring 2027

Instructions

Due December 1, 2026

Print this application, complete all requested fields, sign, and submit to Human Resources for review at KLM 158.

Employee Information

Employee name: _____ UIN: _____

Department: _____ Position title: _____

Contact phone: _____ Contact email: _____

Employment status: ☐ Full-time ☐ Other (specify): _____

Student Information

Who will use the benefit? ☐ Employee ☐ Spouse ☐ Dependent

Student name: _____ Student ID: _____

Contact phone: _____ Contact email: _____

Relationship to employee:

☐ Self ☐ Spouse ☐ Natural child ☐ Adopted child ☐ Stepchild

☐ Child under legal guardianship ☐ Other (specify): _____

Academic Information

Degree level: ☐ 1st bachelor's degree ☐ 1st master's degree ☐ 1st doctoral degree

☐ Other (specify): _____

Does the student plan to live on campus? ☐ Yes ☐ No

Does the student plan to purchase a meal plan? ☐ Yes ☐ No

Eligibility Certification

Please initial each statement.

_____ I understand that participation is limited to employees, spouses, and dependent children who are admitted to a TAMU degree program.

_____ I understand the benefit applies only to tuition and mandatory fees.

_____ I understand this benefit will be administered as an institutional scholarship.

_____ I understand the combined aid package may not exceed Cost of Attendance or institutional limits.

_____ I understand the benefit may be reduced if combined awards exceed allowable amounts.

_____ I understand unused benefits are forfeited and have no refund or cash value.

_____ I understand continuous academic eligibility is reviewed each term, and I will be required to complete and submit a new application for each term.

Required Signatures

Employee signature: _____ Date: _____

HR signature: _____ Date: _____

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General Guidelines

- Benefit covers up to 50% of tuition and mandatory fees (housing or meal plans will not be eligible)
- Students must be fully admitted to TAMIU
- Employees must be employed full-time at TAMIU to be eligible for this benefit.
- Employees must be in good standing with TAMIU with satisfactory evaluations on file.
- Employees must apply and submit the application by the deadline to receive the benefit for the specific term.
- Employees are eligible for this benefit after the first day of employment at TAMIU
- Students must be in a degree-seeking program and enroll in courses that are required for the degree
- Transient, non-degree seeking, visiting, certificate-only, and summer only students would not qualify for this benefit
- Benefit will be posted as a scholarship to the student's billing statement for the approved term
- Scholarship will be considered a part of the student's financial aid package
- Benefit applied only to tuition and mandatory fees (housing or meal plan charges will not be eligible)
- No refund or cash value
- Students will need to complete a FAFSA or TASFA before benefit is applied
- There is no limit on the number of eligible family members
- There will be no stacking of waivers or other tuition discounts
- The approval process is owned by TAMIU Human Resources with cross functional review
- Human Resources will verify dependent and spouse eligibility and may request additional documentation from the employee to complete this verification process
- Scholarship will be awarded with adherence to Title IV, EFA/COA, institutional aid, waivers, veterans' benefits and required federal/state reporting
- IRS rules will apply to the benefit (the University does not provide individual tax advice to participants and tax questions should be directed to a personal tax consultant)