



# Tuition Exemption Guidelines

(Effective July 1, 2012)

---

All students seeking tuition exemptions must follow the standard admission/registration processes through one of the Seminary schools as either degree candidates (matriculating) or non-degree students (non-matriculating). This includes auditors of either category. **All students must pay all fees regardless of tuition exemption status. Students eligible for two categories of exemptions may enjoy the benefits of only one at a time.** Recipients of any of these benefits are not eligible for additional financial aid, whether merit- or need-based. Courses which are audited may not later be converted to credit-bearing status.

In the event that classroom space is limited, priority will be given to matriculating students.

All students applying for tuition exemption must have a tuition exemption form signed by the Executive Vice Chancellor/COO which is presented to the Bursar at the time of registration. No other individual is authorized to sign a tuition exemption form and the Bursar may not accept exemptions granted by other individuals.

Tuition exemptions are not available for distance learning courses.

These guidelines are subject to change without notice.

---

## EMPLOYEE BENEFITS

1. Permanent full-time staff may take 6 credits per semester (12 maximum in an academic year, including summer sessions), after six months of employment. They must have the written approval of the department supervisor and agree to make up the time or charge it to vacation/personal time.
2. Permanent part-time staff (working at least 20 hours/week) may take 3 credits per semester (6 maximum in an academic year, including summer sessions), after six months of employment. They must have the written approval of the department supervisor and agree to make up the time or charge it to vacation/personal time.
3. **Dependent** children of permanent full-time staff may receive a full JTS tuition exemption, as undergraduates only, regardless of number of credits taken. Non-dependent children are not eligible for tuition exemptions.
4. Spouses of full-time staff may receive a 50% discount on tuition under the following guidelines: the spouse must be a full-time degree candidate at JTS; discount is applicable for a maximum of 6 credits per regular semester and 3 credits per summer semester.
5. All full-time faculty members, their spouses and **dependent** children may receive full tuition exemption regardless of number of credits and degree status, excluding independent study.
6. Lecturers and Instructors who are JTS PhD or EdD candidates and who are registered for Extended Residence, Matriculation and Facilities, or Dissertation Defense are exempt from payment of these charges for a period not to exceed three years.
7. Seminary retired employees (with a minimum of five years of service) who are either non-matriculated students or auditing may take 3 credits per semester, including summer sessions, free of tuition charge.

### EXEMPTIONS FOR NON-EMPLOYEES

8. The following may take a course equivalent to 3 credits per semester, including summer sessions, as auditors, with full tuition exemption:
  - a. All JTS alumni (received a Seminary degree)
  - b. Full-time employees of affiliated organizations of the Conservative movement, including retired employees
  - c. Members of the Rabbinical Assembly, Cantors Assembly, Jewish Educators Assembly, and the Seminary's Board of Trustees
  - d. Full-time faculty at other institutions of higher education
9. Spouses of Rabbinical or Cantorial students may audit one course per semester as non-matriculated students with full tuition exemption.
10. Senior citizens (age 65 and over) who are either non-matriculated students or auditing may receive a tuition reduction of 50% for 3 credits per semester.
11. Undergraduate or graduate students studying at local institutions of higher education on a full-time basis may audit one 3-credit course per year at half the cost of one credit.
12. Full-time Directors and Assistant Directors of Ramah camps in the U.S. and Canada may receive full tuition exemptions for up to five years for their graduate-level studies. Approval of their camp is required.
13. Jewish Museum volunteers who have worked at the Museum for at least a year may take a course equivalent to 3 credits per semester, including summer sessions, as auditors.

As a reminder, all fees are the responsibility of the student.

Revised 5/2012