



Tuition Reimbursement Program for Family Members (TRPF)

Terms and Conditions

<i>Who's eligible?</i>	Children, dependents, spouses, and domestic partners of MCC Adjuncts listed on MCC's official seniority rosters
<i>How much can a family member be reimbursed?</i>	\$500 per fall and winter semesters (\$1000/academic year--no reimbursement is available in the spring/summer semesters)
<i>What courses are eligible for reimbursement?</i>	For-credit or continuing education courses at MCC.
<i>What grade does a family member need to receive in a course in order to be eligible for reimbursement?</i>	A grade of "C" or better
<i>How does a family member apply for reimbursement?</i>	<ol style="list-style-type: none"> 1. Within ten days of the course start date, submit the <i>AAFMCC TRPF Registration Form</i>, proof of registration and payment, and the applicable documentation to verify the relationship. 2. Within ten days of the course end date, submit official documentation of grade.
<i>What supporting documents are required in order to prove relationship and eligibility?</i>	<ul style="list-style-type: none"> • Children: birth certificate or tax return • Dependents: tax return • Spouse: marriage license or joint tax return • Domestic Partner: 2 proofs of shared residency (one current and one dating back at least 5 years)
<i>When will I get reimbursed?</i>	6-8 weeks after the class ends (dependent upon verification of registration/payment, grade, and relationship).
<i>How will the funds be awarded?</i>	TRPF funds are limited and subject to change based on availability. They are awarded on a first-come, first-served basis.