

Diverse Learners Tuition Portability Benefit

Frequently Asked Questions (FAQs)

1. What is the diverse learners tuition portability benefit?

The diverse learners tuition portability benefit (“diverse learners benefit”) is a taxable tuition benefit available for eligible employees whose child(ren) attend(s) one of three schools: [City Elementary](#), [Hyde Park Day School](#), or [Wolcott College Prep](#). For eligible employees, the benefit is paid in two equal installments in August and January each year. For more information about the benefit's residency requirement and University employee eligibility, please see the University's [Educational Assistance Plan](#).

Those eligible for the diverse learners benefit will receive a taxable tuition benefit in an amount equal to the tuition remission they would have received if their child(ren) attended the Laboratory Schools.

2. Who is eligible for this benefit?

To be eligible for this benefit, employees must meet two separate eligibility requirements. First, the employee must be eligible for the Faculty Children’s Scholarship Plan (FCSP). For the complete list of University eligible positions please refer to the “How Educational Assistance Works” section in the [Educational Assistance Plan](#).

The second eligibility requirement is that the employee’s primary residence must be located in one of the University’s nine mid-South Side neighborhoods, which are: Douglas, Grand Boulevard, Greater Grand Crossing, Hyde Park, Kenwood, Oakland, South Shore, Washington Park, and Woodlawn. Residency will be confirmed based on the employee’s current home address in Workday. Please note that the address cannot be a business address, it must be a residential address.

3. When will I receive this benefit?

The benefit is paid out in two equal installments (subject to prorations for any students attending only part of the school year) in August and January each school year.

4. Is this a taxable benefit?

Yes, this is a taxable benefit. When the benefit is paid in August and January, the University will deduct required taxes from the benefit payment and report the full benefit amount as income on your Form W-2.

5. How do I apply for the diverse learners benefit?

You will need to submit an application each year you are requesting the diverse learners benefit. Please complete the [Diverse Learners Tuition Portability Benefit Application Form](#) by August 1 each year. If you need to apply after August 1 in any given year, please contact Dillan Siegler, Associate Provost, at dsiegler@uchicago.edu. Eligible employees should not submit a diverse learners benefit application for any child(ren) whose enrollment is not yet

confirmed at one of the three eligible schools. As soon as the child(ren)'s enrollment for the upcoming school year is finalized, eligible employees may submit an application on behalf of the newly enrolled child/children.

If your total household adjusted gross income (AGI) is below \$250,000, you will need to attach at the end of the application form evidence of your total household AGI. To verify your household income, you must attach to the diverse learners benefit application form a copy of pages 1 and 2 of your 2023 federal income tax return. You may redact all information on your tax returns except for your name, the names of your dependents, and the line showing "adjusted gross income." This information must be submitted annually.

Please note that total household AGI includes your income and the income of your spouse or University-Registered Same-Sex Domestic Partner or Illinois Civil Union Partner. It also includes the income of both custodial parents (i.e., non-married custodial parents).

6. What if my child's other custodial parent has no financial responsibility for my child?

Beginning with the 2024-2025 school year and regardless of marital status, you must provide the names of both custodial parents for each child for whom you're applying for the diverse learners benefit. If you are the sole parent who is financially responsible for your child, you must provide additional documentation confirming the same with your tuition remission application, such as:

- a. A complete court order granting you sole legal custody of the child, such as a divorce decree or other custody order.
- b. A certified copy of the child's birth certificate or adoption decree listing you as the only parent.
- c. A certified copy of the judicial declaration of incompetence of the other parent.
- d. A certified copy of the death certificate of the other parent.

7. Does my child have to be admitted by and enrolled at one of the three eligible schools for me to apply for this benefit?

Yes, to receive the diverse learners benefit, your child(ren) must be admitted by and enrolled at one of the three eligible schools per the applicable school's process. You must request a letter from City Elementary, Hyde Park Day School, or Wolcott College Prep that confirms the child's name and enrollment status for the school year for which you are applying for the benefit. This letter should be attached at the end of your completed application form linked in FAQ #5 above. Please note that there is a place to attach documents at the end of the application form.

8. Are benefits adjusted if my family income changes during a school year?

No, a change in income, including on account of divorce, separation, or loss of job of your spouse or University-Registered Same-Sex Domestic Partner or Illinois Civil Union Partner during the school year will not impact that school year's benefit amount.

9. How does this benefit impact my ability to apply for financial aid at City Elementary, Hyde Park Day School, or Wolcott College Prep?

This benefit is independent from the financial aid processes at City Elementary, Hyde Park Day School, and Wolcott College Prep. University employees who receive this benefit are not precluded from applying for additional financial aid from the school their child attends. Please contact the applicable school for more information about their financial aid program.

10. What happens if I do not reapply each year for the diverse learners benefit or don't supply appropriate documentation?

Eligibility for the diverse learners benefit is assessed annually and therefore if you receive the benefit one year but do not reapply the subsequent school year, you will not receive the diverse learners benefit for that subsequent year. If you don't supply the documentation requested in the diverse learners benefit application form (link to application form is available in FAQ #5), your application will not be complete and will not be processed.

11. Do I need to apply each year for the diverse learners benefit even if my household adjusted gross income is \$250,000 or greater?

Yes, as noted above, you must apply each year for the diverse learners benefit. If your total household adjusted gross income is \$250,000 or greater, though, you do not need to submit any household income information.

12. Does the benefit apply to all my dependent children attending City Elementary, Hyde Park Day School, or Wolcott College Prep?

Yes, the diverse learners benefit applies to all eligible dependent children attending either City Elementary, Hyde Park Day School, or Wolcott College Prep. See FAQ #2 above for benefit eligibility requirements.

13. If both parents are eligible for the diverse learners benefit, can we both apply for this benefit?

No, if you and your spouse, University-Registered Same-Sex Domestic Partner or Illinois Civil Union Partner are employed in University positions eligible for this benefit, only one of you can apply for the diverse learners benefit.

14. How do I learn more about the diverse learners benefit and the application process?

For questions about the benefit, please contact the Benefits Office at benefits@uchicago.edu or (773) 702-9634 or contact Dillan Siegler, Associate Provost, at dsiegler@uchicago.edu.

For additional information about the diverse learners benefit, please refer to the [Educational Assistance Plan](#). Your right to benefits and the amount of benefits you receive are determined by the official plan documents. If there is an error in any information provided, the plan documents and records will govern. No one can promise any benefits not provided by the plans. The University of Chicago reserves the right to change or terminate the plan described above at any time, for any reason. *Please note: The Diverse Learners Tuition Portability Benefit is being offered for academic years 2022-23, 2023-24, and 2024-25 and may be reviewed periodically to determine if changes should be made or if the benefit should be continued.*