

Dependent Child Tuition Waiver Application

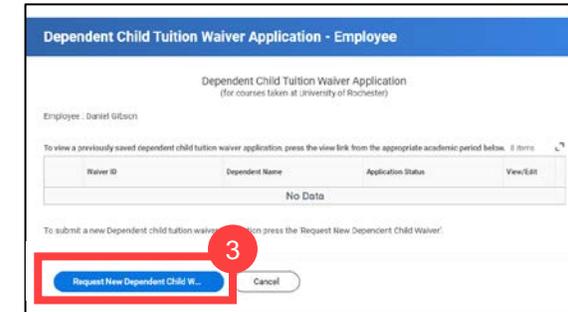


The **Dependent Child Tuition Waiver Application** is used by workers to request the tuition waiver benefit for their dependent children. For any questions regarding tuition waiver eligibility, contact Total Rewards.

Dependent Child Tuition Waiver

1. From the Workday Home Page click on 'Benefits and Pay' under apps, then click on '**Dependent Child Tuition Waiver Application**' under Suggested Links
2. Select **Request My Dependent Child Waiver**.
3. On the Dependent Child Tuition Waiver Application page, select **Request New Dependent Child Waiver**.
4. Select the **Dependent**.
5. Enter the **Student ID of Dependent**.
6. Select the appropriate response from the drop-down menu for **Academic Year**
7. Select the appropriate response from the drop-down menu for **Undergrad Course(s)?**
8. Select the appropriate response from the drop-down menu for **Eastman Community Music School Lessons (25%)?**
9. Select the **applicable type**.
10. Select the checkbox next to **Certification**.
11. Select **Submit**.

Next Steps: Once you have submitted the request, the process will automatically be routed to the Office of Total Rewards for review



Dependent Information

Select Dependent * 4

Student ID of Dependent * 5

(If not found, you will need to complete the [Dependent Change Form](#) before continuing this process.)

Academic Year 6

Undergrad Course(s)? 7

Eastman Community Music School Lessons (25%)? 8

Select the applicable type 9

Certifications

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By clicking this checkbox, I agree to the Certification for the Dependent Child Tuition Waiver and accept the [terms and conditions](#) of the plan documents

Certification Date 12/31/2024

If you have any questions, please contact the Office of Total Rewards via email at tuitionbenefits@ur.rochester.edu

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