



# TUITION REMISSION EXCHANGE GUIDELINES FOR PARTICIPANTS

The Great Lakes Colleges Association (GLCA) operates the GLCA Tuition Remission Exchange (TRE) program. The Thirteen member colleges of the GLCA and four other non-GLCA colleges participate. Students eligible for tuition remission because of parental employment at one of the participating colleges may receive tuition remission at one of the other colleges in the exchange. (Please note that Beloit and Grinnell are included as full participants on an inter-consortial basis only; student exchanges between Beloit and Grinnell will remain within the jurisdiction of the ACM exchange program).

Eligibility for the exchange is determined by the college at which the student's parent is employed. All other policies affecting the student are determined by the college the student attends.

Admission to the college the student wishes to attend will be determined through the regular admissions process established by that college, without regard to the applicant's potential eligibility for tuition remission. The student should file an application for admission in the usual way and pay all required fees and deposits for the college he or she wishes to attend.

Application to the TRE program must be made each year to the college at which the parent is employed. Copies of the application are forwarded to the GLCA office and to the admitting college.

A Student TRE Fee must be paid by the student each year. This fee is 15 percent of the mean charge of tuition for the participating colleges. The participation fee will be billed by the college the student is attending.

The charges included in the remission of tuition are determined by the college the student is attending. In general, tuition is defined to include all tuition and fees charged by the college with the exception of room, board, and special fees not charged to all students. The fees charged to students that are not included in the remission of tuition are listed on the back.

Each participating student should apply for all state and/or federal financial aid for which (s)he may be eligible. A student whose demonstrated need exceeds the remitted tuition should discuss the possibility of additional financial aid with the director of financial aid at the college (s)he plans to attend. Institutions participating in the GLCA TRE program, when accepting externally awarded financial aid for a TRE eligible student:

- May not use the external aid to discount the TRE benefit;
- Should consider the TRE Fee as tuition and thus students must be allowed to apply any external aid that can be used for tuition against the TRE Fee; and
- Should notify students of the amount of excess or unused aid, if institutional policy prohibits the student from using non-TRE aid (e.g. external scholarships, grants, etc.) for non-tuition expenses (e.g. room & board, fees, etc.).

Use of the TRE benefit toward off-campus study is determined by the college the student is attending. The current list of eligible programs follows these guidelines.

Participating students must be full-time degree candidates. Only charges for the regular academic year at the college attended are included. Tuition Remission is available for only 8 semesters or 12 quarters (four years) of study with case by case exemptions being permitted if both sending and admitting colleges agree. Participating students must make satisfactory academic progress, as determined by the college they are attending, in order to retain eligibility for tuition remission.

## Participating Institutions

Albion College  
Allegheny College  
Antioch College  
Beloit College  
Denison University  
DePauw University

Earlham College  
Grinnell College  
Hope College  
Kalamazoo College  
Kenyon College

Oberlin College  
Ohio Wesleyan University  
Wabash College  
Willamette University  
Wittenberg University  
The College of Wooster

**Questions about the operation of the TRE program should be directed to the  
TRE officer where the student's parent is employed.**

<b>INSTITUTION</b>	<b>ADDITIONAL FEES CHARGED OTHER THAN ROOM AND BOARD</b>	<b>OFF-CAMPUS PROGRAMS ALLOWED UNDER TRE PROGRAM</b>	<b>CONTACT PERSON</b>
Albion	TRE Participation fee, Matriculation fee, Student Senate Activity fee, Special Course fees	The Philadelphia Center	Lisa Locke—517.629.0206 llocke@albion.edu
Allegheny	TRE Participation fee Health Center Fee, Student Activities Fee	None	Natasha Eckart—814.332.2701 neckart@allegheny.edu
Antioch	TRE Participation fee	None	Joanne Lakomski —937.319.6161 jlakomski@antiochcollege.edu
Beloit	TRE Participation fee Student Activity Fee	Beloit College Exchange programs and ISEP Exchange Programs (approved case-by-case)	Betsy Henkel—800.923.5648 henkelb@beloit.edu
Denison	TRE Participation fee Activity fee, Health Center fee	Oak Ridge Science Semester & Giessen Program Only	James Ables—740.587.6239 ables@denison.edu
DePauw	TRE Participation fee, Health Service fee Student Activity fee, Residence Hall fee	DePauw and GLCA-recognized programs	Jana Grimes—765.658.4176 Jana.grimes@depauw.edu
Earlham	TRE Participation fee Activities fee Facilities fee	Earlham and GLCA-recognized programs	Stephanie Bishop 765.983.1628 bishost@earlham.edu
Grinnell	TRE Participation fee Student Activity fee, Admission fee Facilities fee, Health fee	Grinnell-in-London, Grinnell-in-Washington programs	Jana Johnson 641.269.4818 johnsonj@grinnell.edu
Hope	TRE Participation fee Activity fee Special Course fee	The Washington Semester	Lori Mulder 616.395.7817 mulderl@hope.edu
Kalamazoo	TRE Participation fee Matriculation fee Student Activities fee	Contact Jennifer Williams	Jennifer Williams 269.337.7223 jennifer.williams@kzoo.edu
Kenyon	TRE Participation fee Health and Counseling fee Student Activity fee	None	Shirley O'Brien 740.427.5337 obriens@kenyon.edu
Oberlin	TRE Participation fee Activity fee	Oberlin in London, PRESCHO Program & GLCA Recognized Programs Contact Kim Wiggerly	Kim Wiggerly 440.775.8430 Kim.Wiggerly@oberlin.edu
Ohio Wesleyan	TRE Participation fee Activity fee Technology fee	None	Elizabeth Foos 740.368.3327 hr@owu.edu
Wabash	TRE Participation fee Activity fee	All Wabash approved off-campus programs	Cathy Metz 765.361.6418 metzc@wabash.edu
Willamette	TRE Participation Fee Others TBD	None	Danita Chapin, HR Generalist 503.375.5443 dkchapin@willamette.edu
Wittenberg	TRE Participation fee Student Activity fee Technology Fee	None except direct exchange	DeAnna Sullivan 937.327.7527 dsullivan@wittenberg.edu
Wooster	TRE Participation fee On-campus Medical Service fee Student Activity fee	Any Wooster sponsored / billed program	Kathy Camacho 330.263.3023 kcamacho@wooster.edu