Introduction

The University System of Maryland now has an online Tuition Remission process. This new process replaces the paper form that was previously used for submission of Tuition Remission requests.

Logging In

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4. You will be taken to the university login page. Enter your NetID and Password and click Login.
5. Once logged in, you will be brought to the Welcome page. Click Start a New Application to proceed.

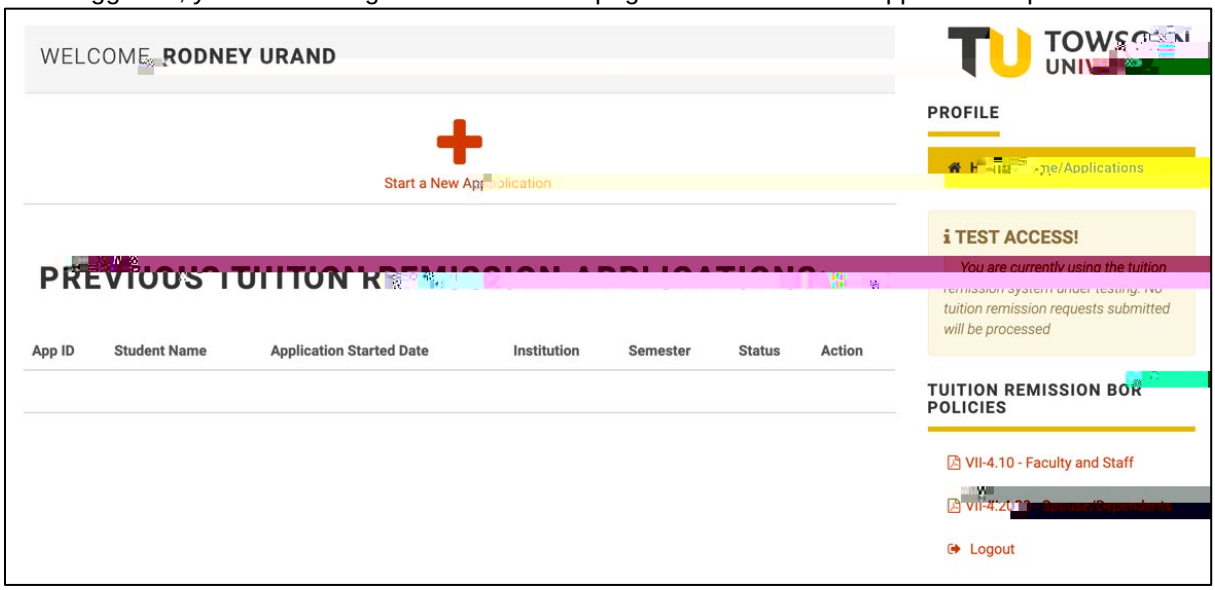

Figure 3

6. Click the logo of the institution where the student is registered. Note: Retirees and those applying for tuition remission at Morgan State University, Baltimore City Community College, or St. Mary's College of Maryland will continue to submit the current form to HR via secure file drop, or by dropping off at the HR Office. No other paper forms will be accepted.

Figure 4

7. Select a semester you wish to receive tuition remission for. Note: Only the available semesters will appear. Each school determines when applications are ready to be collected and the icon will appear when the semester for that school is opened up.

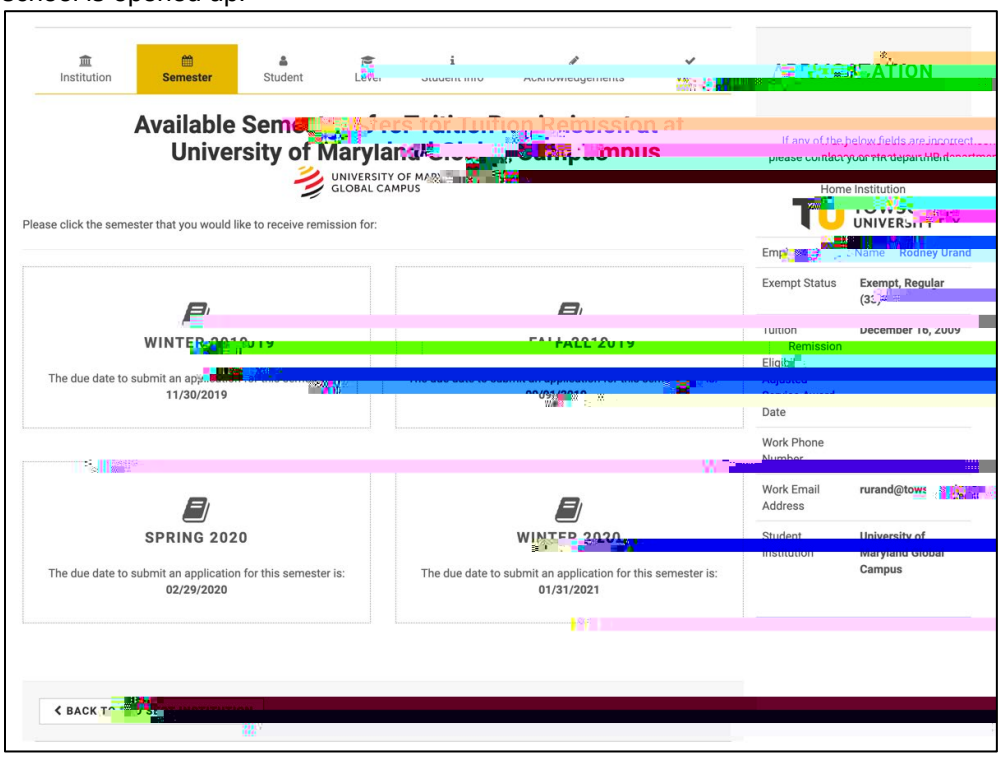

Figure 5

10. Enter the Number of credits taking your Student ID Numberor your Child/Spouse student id. and answer the question as to whether your classes conflict with your work schedule. Note: The system only asks for credits taking for employees.

11. When complete, click Submit