Get your education paid for while you work for the Nebraska Department of Veterans' Affairs!

Reimbursement Rates*		
Employed 0-.29 FTE by NDVA	Employed .30-.69 FTE by NDVA	Employed .70-1.0 FTE by NDVA
50%	75%	100%

NEBRASKA
VETERANS' AFFAIRS

Example Tuition Costs				
	CNA	LPN	ADN	CNA to RN
Average Cost	$395	$4,800	$7,200	$7,595
Your Cost 0-.29 FTE .30-.69 FTE .70-1.0 FTE	$0	$2,400 $1,200 $0	$3,600 $2,016 $0	$3,600 $2,016 $0

*Reimbursement Rules and Requirements

Reimbursement is based on attended institution's current tuition cost with a maximum of up to 100% per credit hour of UNL rate for graduate and undergraduate courses.

Teammates must be employed permanent full- or part-time with NDVA.

Teammates will be paid for up to 24 hours during any one fiscal year. (Fiscal year is July 1 – June 30).

Applications will be accepted for consideration any time during the 30 days prior to the class start date.

Requests will be considered on a first-come, first-served basis, restricting submission to no more than 30 days BEFORE the start date of the course.

NDVA will not pay tuition reimbursement for courses where a teammate takes exams only to receive course credit, instead of actually taking the class.

Reimbursement to NDVA is required by any teammate who has received tuition reimbursement and voluntarily leaves employment within one year of the course completion date.

Failure to complete a course or receiving less than a passing grade voids the Tuition Reimbursement Request and its approval.

Tuition Reimbursement Request Forms will be available through the NDVA SharePoint website.

Reimbursement Process

Teammate completes Expense Reimbursement Document to request payment for approved tuition costs.

Teammate submits copies of receipts, grade reports indicating a passing grade of "C" or better for undergraduate classes or "B" or better for graduate courses (or Pass if only a Pass/Fail course), and a copy of the processed Tuition Assistance Request form.

Requests for reimbursement must be submitted to the Central Human Resource Office no later than 60 calendar days after the course is completed.

Graduate level classes that are degree related only are subject to income tax and the amount of reimbursement will be added to the employee's W-2 form.

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