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Benefit Purpose

UAW-GM offers *EdAssist by Bright Horizons*® to eligible employees pursuing education that supports the current business needs and future objectives of the Company.

About My Benefit

UAW-GM has partnered with EdAssist to administer the UAW-GM Tuition Assistance Plan. This partnership brings the following enhancements:

- A simple web-based approach to applying for and receiving tuition assistance, as well as submitting program and course requests, grades, and receipts
- Educational & college finance coaching at no cost to you
- Exclusive tuition discounts and other savings at 220+ schools

If your question is not answered below, you can contact EdAssist by submitting a support ticket. To get real-time answers, you can connect directly with our support team via Live Chat on the website! If you would prefer to receive support over the phone, you can reach the Bright Horizons Contact Center at (888) 860-2235.

How Can I Get Started?

You can log into [EdAssist](#) to apply, view resources regarding your tuition benefit, schedule a coaching session, or submit a support ticket.

Coaching

Academic and financial wellness coaches will help you:

- Find the right school, program, degree, or course to meet your educational and career objectives
- Compare different programs, majors, or degrees to help save you time and money
- Evaluate previous coursework and prior learning to maximize your transferable credits
- Navigate the admissions and college finance processes

Schedule your **free** appointment by visiting the *Coaching & Resources* page within EdAssist.

Network

The EdAssist Education Network is a group of more than 220 schools and education providers that offer unique benefits to you as an employee of UAW-GM. Benefits vary from school to school but may include:

- Tuition discounts
- Waived application fees
- A dedicated contact for students

While these benefits are primarily focused on working professionals, some schools also extend discounts on select programs to immediate family members. To learn more, select *Learn About the Network* from the Home page of EdAssist.

Eligibility

What Are the Eligibility Requirements?

ATAP

An active employee is defined as a UAW-represented GM U.S. employee with 90 days seniority on the active employment roll or on a temporary layoff and/or full-time temporary employees with at least 90 days of continuous service. The following ATAP eligible employees are those who are:

- On Active Employment Rolls
- On Temporary Layoff
- On Leave of Absence under provisions of Paragraph (109) and (109)(a)
- On Military Leave of Absence
- On Education Leave of Absence

ITAP

To be eligible for inactive tuition assistance (ITAP) an employee must:

- Be a UAW-represented GM U.S. employee
- Be on indefinite layoff
- Have a minimum of one-year seniority as of the day of layoff
- Have recall/rehire rights under the terms of the 2023 National Agreement

In the event a laid off employee returns to active status, the employee will become eligible for TAP under the provisions of the Active TAP plan. ITAP benefits paid during the current calendar year will be considered when determining eligibility for an active employee. Employees on temporary layoff are processed under the Active TAP provisions.

What Degrees or Education Programs Are Eligible?

ATAP

Educational programs that are covered include:

- Associate's Degree
- Bachelor's Degree
- Master's Degree
- Doctorate Degree
- Individual Courses
- Personal Development
- Professional Development
- Seminars, conferences, and workshops - Certificate of completion is required. Provider must meet accreditation requirements

Education programs that are not covered include, but are not limited to:

- Individual courses for sports, recreation, or hobbies, unless part of a degree program
- Certification, designation, and license exams

ITAP

Educational programs that are covered include:

- Associate's Degree
- Bachelor's Degree

- Master's Degree
- Doctorate Degree
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- Personal Development
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Education programs that are not covered include, but are not limited to:

- Individual courses for sports, recreation, or hobbies, unless part of a degree program
- Certification, designation, and license exams

What Schools or Providers Can I Attend?

All coursework must be provided by an institution holding Regional or National accreditation. You can determine if your school or provider holds Regional or National accreditation by searching the U.S. Department of Education's website: <http://ope.ed.gov/accreditation/>.

The list of Regional Accrediting Agencies listed below is subject to change without notice:

- **MSA:** Middle States Association of Colleges and Schools
- **MSCHE:** Middle States Commission on Higher Education
- **NCA:** North Central Association of Colleges and Schools
- **NEASC:** New England Association of Schools and Colleges
- **NEASC-CTCI:** New England Association of Schools and Colleges and Committee of Technical and Career Institutions
- **NWCCU:** Northwest Commission on Colleges and Universities
- **OSRHE:** Oklahoma State Regents for Higher Education
- **SACS:** Southern Association of Colleges and Schools
- **WASC:** Western Association of Schools and Colleges
- **WASC-ACCJC:** Western Association of Schools and Colleges and Accrediting Commission for Community and Junior Colleges

The list of National Accrediting Agencies listed below is subject to change without notice:

- **AABI:** Aviation Accreditation Board International
- **AARTS:** Association of Advanced Rabbinical and Talmudic Schools
- **ABHE:** Association of Biblical Higher Education
- **ACBSP:** Accreditation Council for Business Schools and Programs
- **ACCSC:** Accrediting Commission of Career Schools and Colleges
- **COE:** Council on Occupational Education
- **DETC:** Distance Education and Training Council

Providers holding specialized accreditation are also eligible under the program.

How Much Can I Spend?

ATAP Cap Limits: Active Tuition Assistance benefit levels established by the 2023 UAW-GM National Agreement are:

- \$8,000 per calendar year for courses at regionally accredited colleges or universities
- \$4,000 per calendar year for job related courses
- \$1,500 per calendar year for personal enhancement courses not related to the employee's current job assignment, excluding courses commonly considered sports, games, and hobbies

ITAP Cap Limits: The maximum TAP benefit payable while on indefinite layoff is \$9,400. ITAP benefits are determined by seniority as of the last day worked prior to layoff. ITAP benefit levels are:

- \$7,400 1 to 3 years seniority
- \$8,400 3 to 4 years seniority
- \$9,400 4 or more years seniority

In no event shall the total assistance to an inactive employee exceed \$9,400 in any four calendar year periods.

Using My Benefit

When Do I Need to Submit My Application?

Applications will not be accepted after the course start date.

Does My Manager/Supervisor Need to Approve My Application?

No. Your application will only be reviewed for policy compliance by EdAssist when your application is submitted and processed for payment.

How Do I Check the Status of My Application?

You can check the status of your application at any time by logging into EdAssist. You will also receive email notifications when your application status changes; please make sure your email address in your EdAssist profile is current.

Is There a Minimum Grade Requirement?

All coursework must be completed with a passing grade or better. Courses in which an employee receives an incomplete, withdrawal, failing, or equivalent grade are ineligible.

What is a Letter of Credit (LOC)?

A Letter of Credit (LOC) acts as money for registration and enrollment in courses and programs. Participating schools will allow you to register with a Letter of Credit instead of payment. This one-time use document is only valid for the course(s) indicated.

How Does My School Get Paid?

Upon application approval, you will receive an LOC, which you'll need to sign and submit to your provider's billing office. Your school or provider will then bill EdAssist, and they'll pay your school or provider directly. You are responsible for submitting proof of successful course completion (grades) within 60 days after course completion in order to close your application.

If you need an additional copy of your LOC, log into EdAssist. An additional copy can be printed directly from your application.

Note: Only schools within the United States are eligible and covered under this program.

Will I Be Taxed?

In compliance with IRS regulations (section 127), employer-provided educational assistance is exempt from taxation up to a maximum of \$5,250 per calendar year. Taxes will be assessed if, at the time of payment processing, the total amount of tuition assistance paid in the calendar year exceeds \$5,250. Please consult with your tax advisor for additional information.

Would I Ever Need to Repay?

If you receive a noncompliant grade or withdraw from a course that has already been paid on your [voucher](#) application, you will be suspended from the tuition assistance plan.