



TEAMSTER'S LOCAL 8

AUTHORIZATION FOR DEPENDENT GRANT-IN-AID (Retiree form)

Employee Name _____ PSU ID# _____

Date of Employment _____ College/Department _____

Campus Location _____

Dependent's Name _____ PSU ID# _____

Student's Campus Location _____ Year & Semester aid to begin _____

Dependent's Date of Birth (mmddyyyy) _____

I hereby apply for dependent grant-in-aid for the above named dependent and agree to notify the Employee Benefits Division if said dependent becomes ineligible under the terms of HR-37, Grant-in-Aid for Dependents of Members of the University Staff. I understand that I may be asked by AON Hewitt to provide proof of my relationship to this dependent.

_____/_____
Signature of Employee Date

PROVISIONS OF HR-37 (as of the Teamster's Agreement July 1, 2014 – June 30, 2017)

Full provisions of the grant-in-aid policy are found in HR-37 of the University's Policy Manual. Some specific provisions of the policy include:

- A. available to a spouse for any semester/session that begins two years or later from the eligible employee's date of regular, full-time employment.
- B. grant-in-aid applies to all resident instruction, continuing education and World Campus credit courses **except** for professional curriculum such as those offered at The College of Medicine of the Milton S. Hershey Medical Center, the Dickinson School of Law, and the Smeal College of Business Executive MBA Program. It does not apply at summer camps or workshops operated by the University unless University credit is given and regular tuition is charged.
- C. grant-in-aid applies only until a dependent child receives the bachelor's degree from the University or any other college or university
- D. faculty and staff members eligible to claim grant-in-aid include:
 - 1. a regular, full-time faculty or staff member
 - 2. a person holding a full-time special faculty appointment or staff exempt appointment
 - 3. a member of the military service on the staff of the Department of Military Science and Tactics, Air Science and Tactics, or Naval Science
 - 4. a retired faculty or staff member who qualified to continue the group insurance after retirement
- E. faculty and staff members must remain in full-time, regular employment for at least one-half of the semester or summer session in order to maintain eligibility for the grant-in-aid.

The authorization form is to be submitted before the end of the semester or summer session in which the grant-in-aid is to begin. The form is to be completed for each eligible dependent enrolled at the University and submitted to the fax number or address listed below.