



**Tuition Assistance Grant Agreement
Between
Eastern University and the Capital Area Intermediate Unit**

THIS AGREEMENT (the "Agreement") is entered into as of this 3/30/23 ("the "Effective Date") by and between Eastern University ("**Eastern**"), with an address at 1300 Eagle Rd, St. Davids, PA 19087 and **The Capital Area Intermediate Unit**, ("**Capital Area IU**"), with an address 55 Miller St, Summerdale, PA 17093. **Eastern** is a higher education institution. **Capital Area IU** is an intermediate unit in the State of Pennsylvania.

A. Terms and Conditions

1. **Eastern** will offer tuition assistance grants at the stated amounts to eligible **Capital Area IU** employees, including administrators, teachers, paraprofessionals, and other part-time and full-time employees at all schools in the intermediate unit to enroll in the following **Eastern** programs:

- Master of Education programs and Certifications with 15 credits or more - 25%
- Master of Education programs and Certifications with less than 15 credits - 10%
- Individuals enrolling as of Fall 2023 are eligible.

Note: Eastern also offers a series of fully online, flexible, and incredibly affordable LifeFlex™ programs. These programs are not eligible for an additional partnership discount since they are already heavily discounted. However, students are encouraged to explore these exciting LifeFlex™ options.

2. Tuition assistance grants to enroll in the following **Eastern** programs are **not included** in this Agreement:

Ph.D. and Doctorate programs
Palmer Seminary
LifeFlex™ Programs

3. As part of this Agreement, **Capital Area IU** can register on **Eastern's** [HANDSHAKE Portal](#) to post available jobs. **Eastern** will also distribute and post **Capital Area IU** job opening information for Eastern students and alumni in the College of Education and Education programs at **Eastern's** Esperanza College.
4. **Capital Area IU** employees must be admitted and enrolled into an **Eastern** program according to the standard admissions process and requirements to be eligible for a tuition assistance grant. Eastern will make students eligible upon application and award the tuition grant to a student's account when they register for their first semester. Eligible students should indicate that they are a "Capital Area Intermediate Unit" employee on the online registration form.

5. **Eastern** policy states that a student may not receive more than the tuition cost in **Eastern**-funded scholarships and grants. **Capital Area IU** employees may apply for all legitimate forms of governmental and non-governmental aid.
6. Tuition cost is updated annually based on the **Eastern** fiscal calendar and board approval and communicated to **Capital Area IU**.
7. Eligible employees admitted to the **Eastern** program will be solely responsible for charges. This Agreement shall not be construed as an obligation for **Capital Area IU** to be accountable for payments (or portions thereof) due to **Eastern**.

B. Obligations of Eastern University

1. After prospective students submit an [Eastern Application for Admission](#), an **Eastern** Enrollment Counselor will follow up and lead the **Capital Area IU** applicant through the enrollment process.
2. To provide **Eastern** students and alumni information about available **Capital Area IU** employment opportunities.
3. **Eastern** will waive the registration deposit for **Capital Area IU** applicants.
4. Award **Capital Area IU** applicants the tuition assistance grants specified in this Agreement.
5. Ensure that **Capital Area IU** applicants who have graduated from eligible secondary and postsecondary institutions or other programs are awarded transfer credit according to Eastern University's credit transfer policy.

C. Obligations of Capital Area IU

1. To advertise the **Eastern** tuition assistance grants, eligible programs, tuition remission, reimbursement, or employer tuition assistance related to this Agreement in appropriate communications reaching current employees and candidates, including websites, social media, employee human resource materials, and promotional literature.
2. Provide **Eastern** with information about available employment opportunities within **Capital Area IU**.
3. To post a web link that **Eastern** will provide describing this Agreement's terms prominently on **Capital Area IU's** web page and send an announcement regarding the partnership with the link to current employees at least **two times per school year**.
4. To provide schedule adjustments, or other appropriate activities and benefits to help support **Capital Area IU** employees' smooth transition, attendance and academic success at **Eastern**.

D. Joint Obligations

1. If organizational or academic changes affecting this Agreement arise, both **Eastern** and **Capital Area IU** will review this Agreement and make changes as needed via addendum. Such changes will become effective when **Eastern** and **Capital Area IU** sign the addendum.

2. To collaborate on developing and maintaining programs that provide tuition assistance and other benefits to **Capital Area IU** applicants.
3. To collaborate in providing students with information about this Agreement, **Eastern** academic requirements, and the process to enroll in Eastern University.
4. To develop and implement advertising and promotional efforts to communicate the benefits of this Agreement to potential applicants.
5. To exchange data and documents that will contribute to this Agreement's improvement and success, including data about applicants, including admissions information, academic progress, and retention information.
6. To provide direct links on **Eastern** and **Capital Area IU** websites.

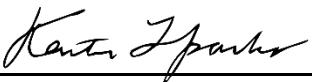
E. Revision, Renewal, and Termination of this Agreement

1. This Agreement will be in effect as of the date of its signing. It will be automatically renewed until superseded by a new agreement or formally terminated. Either institution may terminate this Agreement at any time by written notice at least one year in advance of the effective termination date.
2. Should this Agreement be terminated, the termination will not apply to students already accepted to **Eastern University** under this Agreement's terms.

INTENDING TO BE LEGALLY BOUND, by signing below, each party acknowledges the terms and conditions of this Agreement, and each signatory represents and warrants that he/she is authorized to sign on behalf of and to bind his/her party to all of the terms and conditions of this Agreement as of the Effective Date.

Eastern University

Capital Area Intermediate Unit



3/30/2023

Andrew E McCrea

July 7, 2023

Kenton Sparks, PhD
Provost

Date

Date