



## Frequently Asked Questions

Visit [www.uawford.org/edtp](http://www.uawford.org/edtp) for complete program details

<b>Eligibility</b>	Who is eligible to use Tuition Assistance?	<ul style="list-style-type: none"> <li>• Full-time active UAW represented hourly employees who have acquired 90 days of employment</li> <li>• Temporary UAW hourly employees who have acquired 90 days of employment are now eligible for Employee Tuition Assistance Program (ETAP) benefits (including book allowance) and Personal Development Assistance (PDA), including IRCP, but excluding PDA-EEC (Educational Enrichment Courses), effective January 1, 2024</li> </ul>
<b>Schools/Courses</b>	Are all schools/courses approved?	Not all school/courses/fees are covered by tuition assistance. It is strongly recommended to submit an application in advance to make sure selected school and course(s) are approved
<b>Deadlines</b>	What are the deadlines for using Tuition Assistance?	<ul style="list-style-type: none"> <li>• ETAP applications must be submitted no later than 45 days after term start date.</li> <li>• PDA classes must be approved prior to class start date.</li> <li>• Book reimbursement must be submitted no later than 120 days after term start date</li> <li>• Invoices requesting payment must be received by the Joint Trusts Center (JTC) from the school no later than 9 months from term start date</li> </ul>
<b>Reimbursements</b>	Are reimbursements available?	No – With the exception of textbooks, Tuition Assistance is a prepayment program. UAW-Ford pays the school directly
<b>ETAP</b>	What is the Education Tuition Assistance Plan (ETAP)?	Up to <b>\$8,000/yr.</b> for tuition/fees for approved courses leading to a certificate/diploma, or degree (Associate, Bachelor, Master, or PhD) from a regionally accredited school
<b>PDA</b>	What is Professional Development Assistance (PDA)?	Up to <b>\$4,000/yr.</b> for job related courses including: <ul style="list-style-type: none"> <li>• Industrial Readiness Certificate Program (IRCP)</li> <li>• Labor Studies courses &amp; conferences</li> <li>• Dale Carnegie, including online courses</li> <li>• LJPR Financial Education Programs</li> </ul>
<b>PDA EEC</b>	What is a PDA Educational Enrichment Course?	Up to <b>\$1,500/yr.</b> for Continuing Education, Lifelong Learning, or Personal Development Courses (including online) at accredited schools or other educational institutions approved by the JTC
<b>Textbooks</b>	Are textbooks covered?	Yes - <b>\$1,000/yr.</b> may be used for textbooks Includes E-Books, book rental, and books purchased through on-line retailers and applicable shipping costs
<b>Vouchers</b>	What is the Official Tuition Voucher?	Once classes are approved, an Official Tuition Voucher will be issued to the employee. The employee submits this to the school for payment
<b>Applying</b>	How do I apply?	Apply online at <a href="http://www.myuawford.com">www.myuawford.com</a>
<b>Questions</b>	Who do I contact with questions?	<ul style="list-style-type: none"> <li>• Your Local ESSP/EDTP Representative</li> <li>• Or call 1-800-367-3829 (select option #2)</li> <li>• Email <a href="mailto:edtp@uawford.com">edtp@uawford.com</a></li> <li>• Visit <a href="http://www.uawford.com/edtp">www.uawford.com/edtp</a> for more details</li> </ul>