



Office of Corporate Engagement

EdAssist (educational partnership) tuition reduction program brief

Loyola University Chicago partnered with EdAssist in 2016, offering the standard **10%** tuition reduction to employees of EdAssist clients. The Memorandum of Understanding (MOU) "Commences on the Commencement Date and ends **three (3) years** from the Commencement Date", the Commencement Date is listed as "The last date that this Agreement is executed by both Parties"; this MOU was signed by the Vice Provost on **19 August 2016**.

The Office of Corporate Engagement (OCE) manages the EdAssist Loyola "landing page" provided to employees (link below). EdAssist sends a monthly client listing to the OCE, which is updated as received on the hidden "staff info page" (link below). The most recent listing of students (without personal information but including degree program) using the tuition reduction through EdAssist may be found on the EdAssist LUC staff info page.

PROCESS

* The previous steps of "Contact", "MOU", "Company specific webpage", and "LUC FAO notification" for standard educational partnership tuition reduction procedures were completed between LUC Provost office and EdAssist, the following steps are a deviation/addition for EdAssist clients using the tuition reduction program at LUC.

1- Employment Verification Form (EVF). EdAssist provides the Employment Verification Form to company employees (of EdAssist clients) and the link to the EdAssist landing page; this pages instructs students to request EVF from EdAssist and forward to the LUC Financial Aid Office.

METRICS

No. of EdAssist clients: **181** (as reported by EdAssist)

No. of students receiving reduction through EdAssist: **46** (as reported by EdAssist, a/o Aug 2018)

No. program promotional events: **1** (virtual career fair, 2018)

CONTACTS

LUC OCE (program management) – [corporate@luc.edu] (*in lieu of OCE Executive Director*)

LUC FinAid – Winifred New [WNEW@luc.edu]

LINKS

EdAssist landing page- <http://luc.edu/corporate/educationalpartnerships/edassist>

LUC staff info page - luc.edu/corporate/educationalpartnerships/internalinfo/