



UNIVERSITY OF
CALGARY

Start
something.

Tuition Support

FOR FACULTY, STAFF AND
POSTDOCTORAL ASSOCIATES

What is the Tuition Support Program?

The University of Calgary offers a Tuition Support Program to help employees, and in many cases their eligible dependents, reduce the cost of learning.

The program supports participation in academic credit, continuing education and professional development courses offered by UCalgary

Our aim is to encourage ongoing learning, career development and broaden access to education across the University.





Why this matters?

Learning and development is central to the University's success as a research and teaching institution. The tuition support program helps employees build new skills, pursue academic interests and support the educational goals of their families.

Tuition support is most valuable when it is used intentionally to support growth, career development and achievement of learning goals. Taking time to plan how courses align with your role and future aspirations can help maximize the impact of this benefit.

Here are some tips:

- **Align learning with your goals:** Choose learning that strengthen performance in your current role or better prepares you for future roles
- **Build on existing skills:** Prioritize experiences that complement your existing capabilities and enables you to be ready for tomorrow
- **Plan intentionally:** Consider workload, session timing, and application deadlines when deciding when to use tuition support
- **Engage in learning conversations:** Discuss development goals with your manager, supervisor or another trusted advisor to support alignment and planning
- **Support learning across your family:** For those with eligible dependents, tuition support can help reduce financial barriers to encourage education

What does tuition support cover?

Tuition support covers tuition only. Additional fees are not included.

Academic credit courses

Tuition support may be used for undergraduate and graduate academic credit courses taken at the UCalgary. Support is typically provided as a set number of half courses per benefit year, up to a maximum value based on University's tuition rates. Academic course support may be available to employees and, in many cases, eligible dependents.

Continuing education courses

Tuition support may also be used for non credit continuing education courses offered through the UCalgary Continuing Education Unit.

Annual limits apply based on the number of courses taken and the total dollar value. In most cases, continuing education support is available to employees only, with limited dependent eligibility for some staff groups.



How much support is available?

The amount of tuition support available depends on your staff group and employment status. In general, support may include:

- up to three or four academic half courses per benefit year, or equivalent
- up to three or four continuing education courses per benefit year, subject to a maximum dollar value
- prorated entitlements for part time employees

Some dependent benefits may be carried forward under specific conditions.

View detailed entitlements by staff group here:

<https://www.ucalgary.ca/hr/benefits-pension/tuition-support/employee-tuition-support>

How to use the benefit?

1

STEP 1
Confirm eligibility

Review eligibility requirements for your staff group, employment status and any eligible dependents.

2

STEP 2
Select your course

Choose an academic credit course or a continuing education course that aligns with your goals. Engage with a trusted advisor to discuss your preferences.

3

STEP 3
Apply

Submit an application in line with the relevant session timelines and application requirements.

Academic courses (requires prior course enrolment):

<https://www.ucalgary.ca/hr/benefits-pension/tuition-support/employee-tuition-support/academic>

Continuing Education courses (apply and enrol through the same process):

<https://www.ucalgary.ca/hr/benefits-pension/tuition-support/applying-courses/continuing-education>

Need help?

UService can answer most questions about tuition support. More complex inquiries will be directed to the appropriate People and Culture team.

<https://www.ucalgary.ca/uservice>

Who can access tuition support?

Most employee groups are eligible for tuition support, including:

ACADEMIC STAFF (FACULTY)

POSTDOCTORAL ASSOCIATES

SUPPORT STAFF

MANAGEMENT AND PROFESSIONAL STAFF

SENIOR LEADERSHIP

Eligibility, course limits and maximum benefit values vary by staff group and employment status (full time or part time).

[CHECK YOUR AVAILABILITY HERE](#)

Examples



Michael

Library Assistant

PROFESSIONAL EMPLOYEE

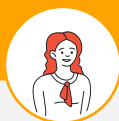
Michael is aspiring to:

Strengthen job-related skills and build credentials that support future career opportunities.

How Michael might use tuition support...

Use for continuing education courses offered through UCalgary.

Select courses focused on digital research tools, data literacy, and productivity skills.



Sophie

Manager, Student Services

PEOPLE MANAGER

Sophie is aspiring to:

Strengthen leadership capability, people management skills, and organizational effectiveness.

How Sophie might use tuition support...

Enrol in academic credit courses related to leadership, organizational behaviour, or workplace change

Use tuition support primarily for own learning and development



Anita

Associate Vice-President

SLT MEMBER

Anita is aspiring to:

Remain current in governance, strategy, and higher education leadership while supporting family education goals.

How Anita might use tuition support...

Use for academic credit courses taken by themselves

Supplement academic learning with continuing education courses



Mohammad

Faculty of Science

POSTDOCTORAL ASSOCIATE

Mohammad is aspiring:

Enhance academic credentials and develop transferable skills that support a range of future career paths.

How Mohammad might use tuition support...

Use for graduate level academic credit courses after meeting eligibility requirements

Supplement academic learning with continuing education courses focused on professional skills