



POLICY TITLE: University Support of FHSU Faculty Seeking Terminal Degrees

POLICY PURPOSE: This policy is intended to provide an avenue for tuition assistance for FHSU faculty should a department determine that faculty members with a PhD or other degree are highly desirable but very difficult to attract to and retain at FHSU.

BACKGROUND:

APPLIES TO: Faculty

DEFINITIONS:

CONTENTS:

POLICY STATEMENT: It is the policy of Fort Hays State University that no tuition assistance will be provided to any employee seeking baccalaureate, graduate or post-graduate degrees except in accordance with the provisions of this policy and the tuition assistance policies of the University. Proposals will not be considered if they merely seek to provide tuition assistance benefits for individual career advancement and development but do not fill a need within the department/program that has been difficult if not impossible to fill with qualified faculty. Proposals must be submitted no later than September 30 for a course of study beginning the next fall term. **Proposals will not be considered that merely seeks to provide tuition assistance benefits for individual career advancement and development that does not achieve the goal of filling a need within the department/program or college that has been difficult if not impossible to fill with qualified faculty.**

Payment will be made directly to the University of attendance.

Any tuition assistance to be provided to faculty pursuant to this policy will come from the department, the college and the University. The University will match no more than the total combined financial assistance provided by the department or college. Total tuition assistance is capped at \$25,000 per individual.

Faculty who receive tuition assistance pursuant to this policy should be aware of the possibility that tuition assistance benefits provided will be considered taxable income to the employee. Faculty who receive tuition assistance pursuant to this policy should also understand that they will be

required to sign a loan agreement with FHSU. A sample copy of the loan agreement is available in the Faculty Handbook and will require the faculty member to work for FHSU for one full academic year following successful completion of the Ph.D. or other course of study, for every year in which tuition assistance benefits are provided. By way of example, if a faculty member receives tuition assistance benefits for three years from FHSU, they are then expected to work for FHSU for three years following successful completion of the Ph.D. program or other course of study. Faculty who fail to fulfill this term will be required to repay the amount of tuition assistance provided. Faculty who fulfill the agreement by remaining employed at FHSU for the requisite period of time following successful completion of the course of study will not be required to repay the tuition assistance benefits. Faculty who for some reason do not successfully complete the course of study but remain employed at FHSU for the requisite period of time will owe one-half of the tuition assistance benefits to FHSU.

**EXCLUSIONS OR
SPECIAL
CIRCUMSTANCES:**

**RELATED
DOCUMENTS:**

Policies:

Forms:

http://www.fhsu.edu/academic/provost/handbook/ch_4_terminal_degree_support/

Other:

KEYWORDS:

Terminal Degree, Terminal Degree Assistance, PhD Assistance, Terminal Degree Loan

**RESPONSIBLE
OFFICE:**

Office of the Provost

**RESPONSIBLE
UNIVERSITY
OFFICIAL:**

Provost

ORIGINATION DATE: 12/12/2006

CHANGE HISTORY:

Adopted by ELT on 9/02/16
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