



**STATE OF NORTH CAROLINA
OFFICE OF STATE PERSONNEL
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BEVERLY EAVES PERDUE
GOVERNOR

LINDA D. COLEMAN
STATE PERSONNEL DIRECTOR

MEMORANDUM

To: Agency & University HR Directors
Interdepartmental Training Coordinators
Administrators – Educational/Academic Assistance Program

From: Kathi Parker, Academic Assistance Coordinator
Learning and Development Group

Date: July 6, 2011

Re: I. Ceiling –Costs for Assistance, Academic Year 2011-2012
II. Academic Assistance Database Fiscal Year 2010-2011

Ceiling 2011-2012

The ceiling for reimbursement per course for academic costs charged by colleges and universities other than the constituent institutions of the University of North Carolina for up to 5.9 semester credit hours in FY 2011-2012 is:

Undergraduate	up to \$1581.34
Graduate	up to \$2628.69

Academic costs charged by institutions of the University of North Carolina are 100% reimbursable.

This memo is e-mailed only to those specified. Please distribute this memo within your agency or university to additional people who may need this information, such as regional/divisional/institutional offices and to budget/accounting officers.

Educational Assistance Database FY 2010-2011

The State Academic Assistance policy requires each agency to maintain and submit to OSP certain program use data for each fiscal year. Please visit <http://www.formsite.com/waters/form100583154/index.html?1278437894148> by September 1, 2011 to enter your FY 2010-2011 academic assistance data. If you have further questions about this request, please feel free to contact me via e-mail at Kathleen.Parker@osp.nc.gov or by telephone at 919-733-8333.

Once more, thank you for all you do to make the academic assistance program a viable work force development tool in NC state government.

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