

Guidelines for Moving Tuition Remission Expense from the Initial Posting Account (4/17/2020)

Tuition Remission expenses are initially posted to the wage account of the employee (in most cases). There are a few exceptions (i.e., tuition remission for employees paid on state accounts is charged to the appropriate GENU pool account) .

In a limited number of cases, there may be a situation where a department would need to move the tuition remission expense to another account. The following two situations are the only permissible reasons for moving expenses after the initial posting:

1. A restricted federal award which states in the award documentation that the award does not include tuition expenses. In this case, the tuition expense can be moved to another non-state account in the department.
2. The funding source for an employee changed during the semester. In this case, the tuition remission expense should be charged to the account from which the employee was paid at the end of the academic semester drop/add period.

If you have any questions about moving tuition remission expenses, please email TRexpenseposting@umd.edu.