Brown University Courses

**Benefit:**
Three degree or job-related courses per fiscal year (July 1 - June 30).

**Tuition:**
Course fee for the 2019-2020 academic year (Fall/Spring) is: **$7,139** *(No money is exchanged for approved Brown courses)*

**Graduate Degree Programs:**
Employees must apply and be accepted to their degree program

**Graduate & Ph.D:**
Apply to the [Graduate School](#).

**Degree Candidates must:**
- adhere to the guidelines and requirements for degree programs
- notify the Graduate School, and Academic Advisors of any impending interruption in course work

**IMPORTANT:**
Once registered for your course(s), in order to have the Graduate Student Activity Fee and the Graduate Recreation Fee waived, you must do the following:

Email: Brittany_Leclerc@brown.edu to request that these fees be waived, otherwise you will continue to receive a bill and will be responsible for payment

- Graduate Student Activity Fee: Gives access to all Graduate Student Council (GSC) social events
- Graduate Recreation Fee: Gives access to the Nelson Fitness Center

**Job-Related Courses:**
Upon course approval:
1. Registration packets will be forwarded via campus mail
2. Special Students must be signed into class by the instructor on a space available basis and formally register for courses on the first day of class

**Important Dates for the Fall/2019 Semester**
- Wednesday, September 4, 2019 – Classes begin
- Tuesday, September 17, 2019 – Last day to add a course without a fee (not covered by the EEP)
- Tuesday, October 1, 2019 - Last day to change a grade option
- Friday, October 18, 2019 - (mid-semester) – Last day to drop a course without an EEP penalty

**Grades:**
- Employees must receive a grade of C, satisfactory or pass.
- Upon course completion, the Registrar's Office will forward a copy of the employee's grade report to the Benefits Office.

**Penalty Fee:**
A penalty fee will be charged for those enrolled in job-related courses if:
1. The course is dropped after the drop deadline date
2. The course is not satisfactorily passed with a grade of C or better, satisfactory, or pass

**Taxable Tuition (applies to all degree and job-related Brown courses)**
- Brown University is allowed to provide $5,250 in tax free educational assistance per calendar year.
- Tuition that exceeds the IRS allowance is taxed according to IRS regulations under Section 127 of the Internal Revenue Code.