

Logging into the Tuition Remission System for employees of USM Institutions

Site URL: https://www.usmd.edu/tuition-remission/

I.) Go to the Tuition Remission Home Page

• This is the tuition remission home page. There are two links that will take you to login. One at the top right corner of the screen and one below the "**Ready to Start Your Application?**" headline.





2.) Login Screen

• You will be greeted with a screen that has all the USM institutions. Click on your institution of employment to begin the login process. For example, Coppin State employees, will click the Coppin State University logo.





3.) InCommon University Single Sign On

- One of the features of the Tuition Remission Application is that the user signs in via their own university login. The next screen will re-direct you to your university login page. Please insert your university network login information. Note: Your university login page may look different than below.
 - If you have issues with your university login, please contact your university's IT department. The Tuition Remission application can not help you with your university authentication.

	Email Address / Username / Campus ID		
	Password		
	Forgot your password? Log In		
	When you are finished LOG OUT & CLOSE YOUR BROW SER		
	Important: Usage of UNRC computing resources is governed by the UNRC Poricy for Responsible Computing and this notice.		



4.) User Profile

- Once you have successfully logged in via your university credentials. You will be greeted with your tuition remission profile. On the profile page, you can:
 - $\circ~$ Start a New Application
 - \circ See history and status of previous applications

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TUITION REMISSION	PROFILE INFORMATI	ONAL TOOLS - CONTACT US	🛔 University Employee 🗸	
TUITION REMISSION PROFILE			MY PROFILE	
WELCOME, UNIVERSITY EMPLOYEE Start a new application	tion	Univi of	ersity System Maryland	
PREVIOUS TUITION REMISSIO	DN APPLICATIO	R Home, TUITION F POLICIES atus Action	Applications REMISSION BOR	
	_	(≧ VII-4.20 ເ争 Logou) - Spouse/Dependents t	
WHAT IS THIS SITE? CONTACT		QUICK LINKS		
The USM Tuition Remission system was built to help Do you have facilitate and streamline the process of applying for tuiton remission between the universities. It allows all below to sub USM employees to access one centralized system for consistent application of the USM Board of Regents	questions or concerns regarding the sion system or process? Please click pmit a message. CONTACT FORM	 Frequently Asked Questions Eligibility and Taxation Chart Application Deadline Calaim Tuition Remission policy for Tuition Remission policy for 	nty Asked Questions y and Taxation Chart ation Deadline Calendar Remission policy for Staff and Faculty Remission policy for Spouses and Dependents	



5.) Starting an application

- Once you start an application, follow the prompts to provide the correct information for the tuition remission application being submitted.
- Your eligibility for tuition remission is automatically determined by the system. If you have any questions or issues, please contact your institution's benefits coordinator.
- The first prompt is to select the institution where the student is registered.

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nstitution Se	🛗 🚢 🕫 emester Student Le	i vel Student Info Ack	nowledgements Verify	APPLIC	ATION
Select th	e institution in wh	tich the student	is registered:	If any of the below please contact yo	w fields are incorrect, our HR department
BOWIE 1865 —	COPPIN	FROSTBURG	Salisbury	Home Institution	
	BALTIMORE	UNIVERSITY MARYLAND BALTIMORE	Se UMBC	Employee Name	University Employee
UNIVERSITY OF		UNIVERSITY OF MARYLAND		Exempt Status	Exempt, Regular (33)
WARYLAND	UNIVERSITY & MARYLAND EASTERN SHORE	GLOBAL CAMPUS		Tuition Remission Eligibility/ Adjusted	January 1, 2019
< BACK TO PROFILE				Date	
				Work Phone Number	3014453011
				Work Email Address	employee@usmd.edu