

Frequently Asked Questions

Tuition Reimbursement Transition

We are committed to offering benefits that help you thrive and opportunities that empower you to achieve your goals.

If you are currently participating in Tuition Reimbursement through EdAssist, please see below for some frequently asked questions.

Q. I have education expenses I have not submitted, what do I need to do?

A. If your course begins on Feb. 23, 2023, or earlier and will end by March 3, 2023; you should submit your reimbursement request and all required documents through EdAssist. If you have questions about your submitted application, please contact EdAssist directly at 855-853-5034.

If your course ends after March 3, we recommend that you hold on submitting anything to EdAssist, and submit through the new platform at [BSW.GuildEducation.com](https://www.bswguildeducation.com) beginning March 15, 2023.

Q. My current program is not listed under the fully funded or partially funded programs on the new platform. Will it still be covered?

A. Yes, your program will still be covered. Tuition reimbursement is an option for employees who attend schools that are not part of the Guild network. Beginning March 15, 2023, tuition reimbursement will become available under the new platform.

Q. What changes for me under the tuition reimbursement process through Guild?

A. The only required change is that you will need to create an account with the new platform to submit your application. You can create your account now but will not be able to apply for tuition reimbursement until March 15, 2023.

Just like before, tuition reimbursement requires that you pay upfront for your courses (unless your school offers deferred billing) and then submit for reimbursement once the course is completed.

Q. Is anything changing with the limits when the program transitions to the new platform?

A: When the tuition reimbursement program transitions to the new platform, you will be able to submit for reimbursement up to an annual limit of \$5,250 regardless of whether you are in a clinical or non-clinical position.

Q. Will I be able to submit expenses—like books and fees—for reimbursement with this new program?

A: Most programs will have the option to reimburse the cost of required books, and exam fees (if they are associated with the course).