

**TITLE:** IPS Retiree Registration Fee Waiver for IPS Training

**NUMBER:** TRA160

**EFFECTIVE:** June 1, 2017

**REVIEWED:** IPS Leadership Team Meeting, May 11, 2017

**PURPOSE:** To establish guidelines allowing registration fees to be waived for IPS retirees participating in IPS provided training.

**PROCEDURE:**

UT Human Resources Policy No. 0330, Educational Assistance (Fee Waiver), Sections 15 a – c, provides guidance for university retirees having fees waived relative to academic credit courses and for auditing courses. This IPS procedure establishes criteria to be met by IPS retirees wishing to attend and participate in IPS-sponsored training.

1. For purposes of this policy, an IPS retiree is considered to be one meeting the definitions of university retirees in [UT HR 0330](#) 15 a-c.
2. Retiree attendance in IPS-sponsored training is on a space-available basis as determined by the sponsoring agency.
3. Registration fees for IPS retirees attending IPS-sponsored training are waived.
4. Incidental expenses not covered by the registration fee, including but not limited to the following, are not waived:
  - a. Travel
  - b. Lodging
  - c. Meals
  - d. Materials
  - e. Supplies
  - f. Equipment
5. Registration for IPS-sponsored training is the responsibility of the retiree.

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