Safelite Tuition Reimbursement FAQs

Do I Need to Create a New Program before Registering for a Course?
Yes, you must create a new program prior to registering for any course work.

What are Safelite's Annual Reimbursement Limits?
Full-time associates will be reimbursed for 100% of approved tuition costs, up to $5,250 per year.

Part-time associates will receive 100% of approved tuition costs, up to $1,000 per year.

What Costs are Covered Under Safelite's Tuition Reimbursement Plan?
Safelite's policy covers tuition costs that associates have paid for approved course work.

Tuition costs cover only tuition, which is the "per credit" cost for each class. Cost of tuition does not include any miscellaneous expenses, like resource fees, program fees, books, etc…

Is there a waiting period before I am eligible to use the Tuition Reimbursement Program?
Yes, full-time associates are eligible to apply for this benefit 6 months after the date of hire.
Part-time associates are eligible to apply for this benefit 12 months after the date of hire.

Are part-time associates eligible to use the Tuition Reimbursement Program?
Yes, part-time associates are eligible. See the spending limits above for more information.

Can I access Tuition.io from home?
Yes, the safelite.tuition.io system can be accessed from any computer with access to the internet.

How do I Reach Support?
You can reach Tuition.io support by emailing support@tuition.io or calling 855-353-9395.

What if the Program I attend (or wish to attend) is not listed in Tuition.io?
While the list of providers and programs available through Tuition.io conforms to the Safelite Tuition Reimbursement Policy, occasionally there will be programs that are not reflected. In the event your program cannot be found when submitting a Request for Program Approval, you will need to submit a request to the Tuition.io support team. They will research your request, and, if approved, they will add your school or program to the approved list and reach out to you to reapply.

What if I do not indicate "I Agree" to the statements reflected in the application process?

The statements reflected in the application process are intended to ensure complete understanding of critical aspects of Tuition Reimbursement Participation. Your failure to reflect agreement to any of these statements will prevent your participation in the Tuition Reimbursement Program.

How many active Program Approvals may I have on file?

There is nothing in the system that will prevent you from pursuing multiple programs at one time. However, because work performance is a critical measurement in deciding on program participation, careful consideration should be given to maintaining an effective balance between school and work. Regardless of the number of programs you are pursuing, you will never be allowed to exceed the annual cap outlined in the policy.

Submitting a Tuition Reimbursement Payment Request

What do I need to do before I can request reimbursement payment?

In order to submit a reimbursement request, an associate must first have an active Program of Study on file for that specific school, program and major. Follow the steps to apply by going to the safelite.tuition.io site. For questions, contact Tuition.io at support@tuition.io or call 855-353-9395

When can I submit my reimbursement request?

You can submit for your reimbursement any time PRIOR to or within the first 30 days after the start of the courses. In order to submit your documentation for reimbursement, you should have completed the coursework and have both a paid receipt and an official transcript from the school reflecting your grades.

Tuition reimbursement requests can be submitted until 12/18/24 for payment in 2024 and to be applied to the 2024 cap limits. Claims approved after this date will be applied to your 2025 plan year limit.

What can I submit as proof of successful course completion?

You may submit your official transcript, report card or online grade posting. The documents should clearly indicate: your name, the class name, semester, grade received and school. In addition, you must submit a PAID receipt showing line-item detail for the expenses you have paid.

When should I expect to receive my Tuition Reimbursement payment?

After receiving the confirmation email that your reimbursement request has been submitted for payment, you should receive payment within the next 2 pay periods. Payment is included with your weekly payroll wage deposit.

What scholarships, stipends or grants must be identified in the Tuition Reimbursement Request?

In general, there are two types of scholarships, stipends or grants; the first is that which requires repayment such as loans. The second is that which DOES NOT require repayment such as grants, scholarships, fellowships, and veteran's assistance. It is the latter which must be deducted from any reimbursement request and must be identified in any request.

What happens if I do not successfully complete my courses?

If you submit a course for reimbursement and you did not successfully complete the coursework, you will not be reimbursed for those courses.

The grade I received is different than the traditional A-F grading scale. What do I do?

To be reimbursed for a class you must meet pass requirements as defined by your Safelite's Tuition Reimbursement policy. If your school's grading scale is nontraditional, you will need to provide a document from the school that explains the conversion of their nontraditional grades to traditional grades. It is this document that would serve as the basis for accepting the nontraditional grade and determining if it is a passing grade. This document must be submitted with your disbursement or reimbursement documentation.

For further questions, contact Tuition.io at support@tuition.io or call 855-353-9395.