Northeast Georgia Health System Employee Tuition Savings (ETS)

Student Process for Tuition Reimbursement

*Confirmed policy as of 9/24/24

Complete UAGC ETS Admissions Process & Begin Class

Complete any UAGC enrollment application(s) and the Employee Tuition Savings Form(s).

Complete & Pay for Course

Successfully complete your course and make payment* to UAGC. Payment is per course, up to \$5,250 annually.

*Financial Aid may be used to satisfy payments.

Obtain Proof of Payment

After making payment, reach out to your finance advisor via phone, chat, or email corporatetuitionstudent accounts@uagc.edu, to request your ETS Proof of Payment statement.

Submit for Reimbursement

Submit the NGHS tuition reimbursement application form approved and signed by the Director along with an official statement of grades, documentation of payment, and itemization of charges within 4 weeks of completing the class.

