

EEAP Frequently Asked Questions-7/6/2009

Q. How do I find out if my agency is participating in EEAP?

A. An agency may elect not to participate in the educational achievement program if sufficient funds are not available. Contact your Training Coordinator to verify if your Agency / Cabinet is currently participating in EEAP.

Q. Do local government employees qualify for EEAP?

A. No, the 101 KAR 2:221 Employee Educational Assistance program is for those employees covered by KRS Chapter 18A. Local government agencies are covered by KRS Chapter 212. EEAP is a provision for classified employees only who fall in the Executive Branch of state government.

Q. Do employees who work in the Judicial Branch qualify for EEAP?

A. No, the 101 KAR 2:221 Employee Educational Assistance program is for those employees covered by KRS Chapter 18A. EEAP is a provision for classified employees only who fall in the Executive Branch of state government. Therefore, employees working in the Judicial Branch of government would not be covered under this program.

Q. I am interested in going back to school. What do I need to do to qualify for EEAP?

A. Per the EEAP regulation, the EEAP process really begins with the agency. At the beginning of each calendar year, each agency designates whether or not they will be participating in EEAP. Your first step would be to directly contact your Training Coordinator to verify if your Agency / Cabinet is currently participating in EEAP. Click on the following link for a listing of EEAP coordinators by Agency. ([Link to EEAP Liaisons Page](#))

Q. What is the limit of funding for a course(s)?

A. Per the EEAP regulation, educational assistance provided for coursework at an accredited in-state private college, out-of-state college, or out-of-state university shall be limited by the then-current costs at the four (4) year state university located in Kentucky nearest to the employee's county of employment.

a. The educational assistance provided per semester hour of credit shall not exceed the then-current cost per semester hour at the four (4) year state university located in Kentucky nearest the employee's county of employment.

b. Educational assistance based on semester quarter-hours of credit shall not exceed two-thirds (2/3) of the then-current cost per semester hour at the four (4) year state university located in Kentucky nearest the employee's county of employment.

Q. What is the limit of funding for an online course?

A. Per the EEAP regulation, educational assistance provided per semester hour of credit for an online course or program shall be limited to the higher of:

a. The then-current costs per semester hour for an online course or program offered by a Kentucky public post-secondary educational institution which is delivered directly by that institution; or

b. The then-current costs per semester hour for an online course or program offered by a Kentucky public postsecondary educational institution which is delivered through the Kentucky Virtual Campus (KYVC).

Q. Is it true that Educational Assistance will no longer be provided to employees due to the budget crisis?

A. No, per the EEAP regulation, the EEAP process really begins with the agency and if they are participating in EEAP. You would need to directly contact your Human Resource Representative / Training Coordinator to determine your Agency / Cabinet decision on EEAP participation.

Q. Do I have to be off probation to apply for EEAP?

A. Yes. Section 2 (3)(a) of the regulation states that a permanent, full-time classified employee shall be eligible for the Employee Educational Assistance Program if the employee:

1. Is in full-time active work status; and
2. Has satisfactorily completed the initial probationary period.

Q. Where can I find a list of degree programs that qualify for educational assistance?

A. The Employee Educational Assistance Program (EEAP) does not provide documentation of qualified degree programs for state employees. Each employee, who applies for EEAP will submit an EEAP assistance form (<http://personnel.ky.gov/NR/rdonlyres/896D17D9-15D9-4762-85AB-0543C9CE9BFC/0/EEAPfinalprogramform82508.xls>) to their supervisor, at which time your supervisor and agency review the request. Whether or not a degree program qualifies for EEAP is a decision that is made at the agency level, not under EEAP. Your supervisor and agency can provide you more specific information regarding agency / department-specific EEAP decisions.

Q. Do vocational schools qualify under EEAP?

A. Concerning the use of vocational schools with regards to EEAP, Section 1 (2) of the regulation states:

"Educational providers" means accredited public or private degree-granting postsecondary education institutions, educational television, accredited correspondence or online schools, secondary schools, General Educational Development (GED) preparatory programs, Kentucky Virtual Campus (KYVC), or other approved education or training providers.

Therefore, provided that the school is an accredited institution, and provided that your agency approves of this request, then a vocational class would qualify under EEAP.

Q. What is the limit of funding for an employee whose workstation is in Franklin or one of the contiguous counties and does not attend KSU?

A. The basis for funding will be the published tuition and fee schedule as provided by Kentucky State University. This limit of funding will apply to employees who submit an exemption request and receive exception from GSC to attend an educational institution other than KSU.

Q. How do I get additional information regarding EEAP?

A. The following link provides a summary that was sent by the Personnel Cabinet Secretary, Nikki Jackson last summer. It provides a brief overview of the EEAP regulation written and approved last year:

<http://personnel.ky.gov/NR/rdonlyres/E926BCCD-82A9-4F6F-A553-5E50BD77BEC7/0/080717persmemoeeapsmjrc.pdf>

For a review of the regulation, visit:

<http://personnel.ky.gov/NR/rdonlyres/DCBF832E-5598-4785-A7EB-4B48FAF1E05C/0/EEAPRegulation>

For additional information about EEAP, please visit our site at:

<http://personnel.ky.gov/gsc/eap/>