

## Hy-Vee Tuition Assistance Program

At Hy-Vee, we believe our helpful smiles – our people – are our most important asset. We are committed to creating a strong future by investing in our helpful smiles. We’ve created a tuition assistance program exclusively for Hy-Vee employees and their families.

Each year this program will award enhanced tuition assistance of up to \$10,500 to select qualified employees who seek a degree that will help advance the employee's career with Hy-Vee.

In addition, all other employees are eligible to receive up to \$5,250 per year to help defray the cost of attaining a degree. Immediate family members are also eligible to receive up to \$2,500 per year. See program guidelines and full eligibility requirements for details at [hy-vee.corporatelearning.com](http://hy-vee.corporatelearning.com). Advance your education with help from Hy-Vee and Bellevue University!

### Program Guidelines – up to \$10,500 per year

#### Eligibility Requirements

- To be considered for up to \$10,500 per year in tuition assistance, applicants must:
  - Be a regular-time or full-time employee of Hy-Vee, Inc. (“Hy-Vee”) or of one of the following Hy-Vee subsidiaries: Perishable Distributors of Iowa, Ltd. (“PDI”); Midwest Heritage Bank, FSB (“MHB”); Florist Distributing, Inc. (“FDI”); D&D Foods, Inc. (“D&D”); Vivid Clear Rx (“Vivid Clear Rx”); Wall to Wall Wine and Spirits; (PDI, MHB, FDI, D&D and Vivid Clear Rx are each referred to as a “participating Hy-Vee subsidiary” or collectively as “participating Hy-Vee subsidiaries”).
  - Have at least six (6) months of service with Hy-Vee or a participating Hy-Vee subsidiary prior to applying.
  - Be pursuing an approved degree program that will improve or advance his/her career with Hy-Vee or the participating Hy-Vee subsidiary.
  - Hy-Vee or the participating Hy-Vee subsidiary will fund only one bachelor’s degree (which may also include a two-year multidisciplinary studies or business degree) or one advanced degree per employee as part of this program. Funding is approved for the duration of the selected degree program, it is not necessary to re-apply each year.

#### Application & Selection Process

- A completed program application must be submitted to be considered for the program. Application can be found at [hy-vee.corporatelearning.com](http://hy-vee.corporatelearning.com).
- The program application must be:
  - Typed - no handwritten submissions will be considered
  - Submitted via email on or before the *specified date* to [hy-veeuniversity@hy-vee.com](mailto:hy-veeuniversity@hy-vee.com).
- Each year, Hy-Vee and the participating Hy-Vee subsidiaries will award the below identified number of qualified applicants from across their trade area to each receive up to \$10,500 in funds towards qualifying education expenses in targeted undergraduate and/or graduate programs through Bellevue University.
  - Hy-Vee: 100
  - PDI: 2
  - FDI: 1
  - D&D: 1
  - MHB: 1
  - Vivid Clear Rx: 1
  - Wall to Wall: 1
- Each applicant will be notified of their status within three weeks from the end of the specified enrollment period.

### **Course Eligibility**

- A complete list of more than 40 degree programs of study may be found at [hy-vee.corporatelearning.com](http://hy-vee.corporatelearning.com).
- Undergraduate students must maintain full-time student status for the duration of the program in order to be eligible for funds. For purposes of this program, “active full-time student status” means that students must have a full-time enrollment status as defined in the Bellevue University Academic Catalog. Students who fall below active full-time status will no longer be eligible.
- Courses may be taken on campus or online through Bellevue University’s CyberActive™ campus.

### **Payment of Funds**

- Students are required to complete a FERPA Information Release in order to bill the company and/or speak to them regarding academic records or financial student account information. The student is responsible for account charges if the FERPA Information Release to the employer is not completed.
- Hy-Vee or the participating Hy-Vee subsidiary will deposit funds to Bellevue University for the approved amount after the courses are completed and the student eligibility and grade performance is confirmed.
  - Hy-Vee will disburse up to \$2,625/term and Bellevue University will grant up to \$2,625/term up to a total of \$10,500 toward tuition annually.
  - Employees are responsible for all remaining account balances after Hy-Vee and Bellevue University partnership funding is disbursed annually.
- Hy-Vee or the participating Hy-Vee subsidiary will withdraw funds and the employee will be responsible for payments of tuition if the employee does not meet the following guidelines:
  - Completion of the course(s)
  - Undergraduate students must have a cumulative grade point average of 2.0 or higher in courses taken at Bellevue University; and have a grade point average of 2.5 or higher in the major area courses.
  - For graduate degrees, students must attain an overall GPA of 3.0 or higher.
  - Undergraduate students must maintain full-time student status for the duration of the program.
  - Continuous regular-time or full-time employment with Hy-Vee or the participating Hy-Vee subsidiary for the duration of the program.