Registered Nurse Tuition Assistance Program
(RNTAP)

Duke University Hospital, Durham Regional Hospital, and Duke Raleigh Hospital are very proud to have achieved Magnet recognition. Duke Raleigh Hospital and selected units of Durham Regional Hospital and Duke University Hospital have been recognized by the NCNA with Hallmarks of Healthy Workplaces.
OVERVIEW

Duke University Health System (DUHS) and the Duke University School of Nursing (DUSON) understand that a highly educated nursing workforce strengthens the quality of care, clinical outcomes, and translation of nursing research into clinical practice. That’s why we provide nurses with access to various educational opportunities, like the Registered Nurse Tuition Assistance Program (RNTAP).

RNTAP contributes up to 90% (depending upon available budget) of a benefits-eligible nurse’s tuition that is used to obtain a master’s degree, post-master’s degree certificate, or doctorate of nursing practice degree at DUSON.

It is important to understand that RNTAP is budgeted on an annual basis through operational funds. It is not a permanent benefit of the organization. Therefore, depending upon available funds, RNTAP is subject to change or discontinue at any time.

Eligibility

To qualify, RNTAP applicants:

1. Must complete one year of continuous service as a benefits-eligible DUHS employee
2. Must retain active status as an RN (30 hours or more per week) employed by DUHS
3. Must be in good standing with a satisfactory performance record
4. Must be enrolled at DUSON
5. Must agree to a three-year work commitment as a DUHS RN
6. Must not participate concurrently in RNTAP and a DUHS Loan Forgiveness, Duke ABSN, or Watts School of Nursing Tuition Reimbursement program
Application Process
1 Get an application online (DUHS intranet: nursing.dukehospital.org) or by contacting the Office of Special Programs in Nursing Administration at 919-668-6194.
2 Receive necessary application approval from your nurse manager before submitting to the Office of Special Programs.
3 Submit the application to the Office of Special Programs by the designated deadline.
Nurses will be notified once their application is approved.

Payments and Coverage
- RNTAP funds are awarded each semester. Funds are deposited directly in the student’s bursar account after the drop/add date of each semester.
- RNTAP will provide funds for up to five credit hours per semester.
- RNTAP covers only required courses.
- RNTAP does not cover additional courses required if/when students change their major program.
- RNTAP benefit is considered taxable income. This tax (between 37%-42%) is withheld before the benefit is applied to the student’s bursar account.

Academic/Work Requirements
To continue receiving RNTAP funds, a student must:
- Continue to work as a DUHS RN (30 hours or more per week) in a benefits-eligible position for three consecutive years. If the student’s employment status drops below a benefits-eligible status or is terminated for any reason before the work repayment period ends, the student must pay back 50% of the RNTAP funding.
- Maintain good standing with a satisfactory performance record.
- Receive a “C” grade or “pass” for each class and submit grades to the Office of Special Programs no later than 14 days after the end of each semester.

For more information or to apply for RNTAP:
VISIT nursing.dukehospital.org (DUHS intranet)
E-MAIL RNprograms@duke.edu
CALL 919-668-6194
RNTAP FAQ

Program Features

Can I take classes at DUSON without pursuing a degree?
No. You must be a degree-seeking candidate or a post-master’s certificate candidate to be eligible for RNTAP funds.

Can I use RNTAP to attend another nursing school other than DUSON?
No. RNTAP funds can only be used at DUSON.

Am I guaranteed RNTAP funding each year?
No. RNTAP is budgeted on an annual basis through operational funds. It is not a permanent benefit of the organization. Therefore, depending upon available funds, RNTAP is subject to change or discontinue at any-time.

Is there a cap on how many hours I can take?
Depending upon available funds, RNTAP will award funds for up to five credit hours per student each semester.

Payment

Is RNTAP benefit based on a calendar or school (semester) year?
RNTAP funds can be awarded every semester you are in school.

Can I use RNTAP in conjunction with other loan forgiveness programs?
No. Nurses may not participate concurrently in a DUHS Loan Forgiveness, Duke ABSN, or Watts School of Nursing Tuition Reimbursement program and RNTAP.

Can I use the Duke University Tuition Assistance Program and RNTAP funding?
Yes. If you are a nurse with at least two years of continuous service, you should qualify for the Duke University Tuition Assistance Program (DUTAP). DUTAP funds must be allocated in full before the RNTAP benefit can be accessed. RNTAP will award up to 90% of your tuition costs. Depending on eligibility, the 90% can be entirely RNTAP or a combination of DUTAP and RNTAP.

How much of my tuition will I be responsible for if I am awarded RNTAP?
Since the RNTAP award is subject to taxation (between 37%-42%), the entire RNTAP award will not be posted to your student account. This means you will owe that portion to the bursar for your DUSON tuition charge. Your true expense will include the initial student portion of 10% plus the amount deducted for taxes.
Eligibility

How does RNTAP define a DUHS employee?
The easiest way to define that is to answer the question: “Do I receive paid time off (PTO), or do I receive vacation and sick time?” DUHS employees receive PTO; non-DUHS employees receive vacation and sick time. Non-DUHS entities include: Duke University, School of Nursing, School of Medicine, and the Private Diagnostic Clinic.

I’ve worked as a DUHS nurse for 18 months. Do I qualify for RNTAP?
Yes. You are eligible for the RNTAP award after one year of continuous service at DUHS as a benefits-eligible employee.

Work Commitment

When does the three-year work commitment begin?
The work commitment clock begins after you have taken five hours in a degree program at DUSON. The clock continues to run while you are in school and working at DUHS as a 30 hr/week, benefits-eligible employee.

What happens if I leave Duke or transfer out of a DUHS-eligible position before my three-year work commitment ends?

Total RNTAP = Amount owed to DUHS
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This formula is not prorated. Length of employment is not taken into account. Any employment less than the three-year time commitment is subject to the repayment penalty.

My degree requires a residency at the end of my program. What will happen to my RNTAP benefit if my residency is in another city?
You must maintain your 30 hr/week employee benefits-eligible status to continue receiving RNTAP benefits. If you use PTO time while you are away, then you will maintain your RNTAP benefit. However, if you do not maintain your employment status, you will not receive the benefit.

After I receive my degree, I will be a nurse practitioner. Am I still subject to the work commitment?
Yes, a nurse working in the role of NP qualifies as an RN working in DUHS.
FOR MORE INFORMATION OR TO APPLY FOR RNTAP

VISIT
nursing.dukehospital.org
(DUHS intranet)

E-MAIL
RNprograms@duke.edu

CALL
919-668-6194

WRITE
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