

Using Your Tuition Benefits with EdAssist

Your organization leverages EdAssist to manage tuition benefits.¹



Step 1: Review your employer's tuition benefits policy

- Log in to your company's EdAssist portal (usually found in your benefits section).
- Review the portal to see:
 - If you're eligible for benefits
 - What programs are covered
 - How much tuition is covered
 - How to apply & other process details
 - Confirm whether your employer pays DeVry directly (direct billing) or if you will be reimbursed after payment

Step 2: Choose your program

- Select DeVry University as your school.
- Pick an eligible program that aligns with your goals.

Step 3: Submit your tuition request

- Log into the EdAssist portal and submit a preapproval request before enrolling.
- Once approved by EdAssist and your manager, submit your approval form via your Student Portal OR contact your SSA who will assist with approval form submission.

Reach EdAssist:

- Website: Submit and check the status of your applications 24 hours a day, seven days a week via the EdAssist portal via your employer's HR site.
- Support Ticket: Submit a support ticket online by clicking "Support" from the top navigation bar or using this support form.
- Specific Application: If you have a question or comment about a particular application, use the application comments function to add notes directly on the application in question.
- Phone: 8 a.m. to 8 p.m. ET, M-F, at 833-211-2710.
- Live Chat: Submit a live chat to a Customer
- Service Representative 8 a.m. to 4 p.m. ET, M-F

Step 4: Billing & payment options

If your employer uses direct billing:

- Your employer is billed directly for your eligible tuition.
- After you complete your course and receive a passing grade.

Direct billing example

Example: John works at a healthcare company that offers direct billing through EdAssist.

1. John logs into EdAssist's portal and submits a tuition assistance request (e.g., a voucher) for his Business Management course at DeVry.
2. The request is approved, and he sends his approval voucher to DeVry.
3. John enrolls and completes his course with a B grade.
4. DeVry invoices EdAssist directly for the cost of the course.
5. John's eligible tuition costs are covered by his company, with no personal payment needed!
6. He repeats this process each session.

*Please confirm with your employer and EdAssist if grades are required prior to leveraging a direct billing option as DeVry offers a deferred billing option for when grades are made available.

Best practices:

- Set a reminder two weeks prior to the next session as you must repeat this process each enrolled session.
- Before enrolling, review your company's tuition benefits policy to check your eligibility.
- Then, connect with your manager to discuss how your education aligns with your current role or future career goals.
- For more information, please visit: <https://www.devry.edu/tuition-financial-aid/payment-plans.html>

Let's chat



Scan the QR code to review your exclusive benefits.

Live Chat 

Use the Live Chat button to learn more!

1. Please note: Steps could vary depending on your organization's policy or processes, but this guide provides a great starting point.

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