How to Determine if Your Course is Job-Related

The following is adapted from IRS Publication 508:

Is the education needed to meet the minimum educational requirements of your current position?

- **YES**
  - Your education is considered job-related. Assistance provided is not taxable.

- **NO**
  - Is the education part of a study program that can qualify you for a new type of job or position, even if you don't plan to change your position?

- **YES**
  - Your education is considered non-job-related. Assistance above $5,250 annually is taxable.

- **NO**
  - Is the education required by Vanderbilt, or by law, to maintain your current salary, status, or position?

- **YES**
  - Your education is considered job-related. Assistance provided is not taxable.

- **NO**
  - Does the education maintain or improve skills required in doing your work?

- **YES**
  - Your education is considered job-related. Assistance provided is not taxable.

- **NO**
  - **NO**