

APPLICATION

TUITION WAIVER FOR A DIVISION OF CONTINUING EDUCATION NON-CREDIT COURSE

Please print or type all information:

- NOTE:
1. Approval must be obtained for tuition assistance through the Office of Training & Compliance prior to registering for a course
  2. Tuition waivers are subject to minimum enrollment and space available conditions.
  3. Fees are not waived and must be paid in full at registration.

Indicate your Collective Bargaining Unit:

Administrator  Faculty  Professional  Support Staff

Have you taken other courses this contract year (July **01** – June **30**)  Yes  No

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Date of this Application \_\_\_\_\_ Division/Department \_\_\_\_\_

Course Information:

Course # \_\_\_\_\_ Title \_\_\_\_\_ Start Date \_\_\_\_\_

Time Begins \_\_\_\_\_ Time Ends \_\_\_\_\_ Total Hours \_\_\_\_\_

Total Costs: \_\_\_\_\_ Tuition: \_\_\_\_\_ Fees: \_\_\_\_\_

FOR OFFICE USE ONLY

Approved  Denied  \_\_\_\_\_  
Manager of Training & Compliance \_\_\_\_\_ Date \_\_\_\_\_

Reason of Denial \_\_\_\_\_

Approved  Denied  \_\_\_\_\_  
Director of Continuing Education \_\_\_\_\_ Date \_\_\_\_\_

Reason for Denial \_\_\_\_\_

Amount waived: Tuition \_\_\_\_\_ Fees \_\_\_\_\_

Amount Paid \_\_\_\_\_ Date Registration Accepted \_\_\_\_\_

Date Paid \_\_\_\_\_ Signature \_\_\_\_\_