

ADMINISTRATIVE REGULATION**AR 602-001**

Subject: Tuition Waivers

Purpose: The purpose of tuition waivers is to promote access, recruitment and retention.

Condition: Tuition waivers are available according to the following categories as established by Board Policy #602 and are to be used for tuition costs only. Course/student fees and books are not covered by tuition waivers.

- Employee Benefit
- Student Achievement
- Student Talent
- Employer/Community Partner Incentive
- Student Financial Need
- Fallen Oregon Service Member Benefit
- Senior Citizen Audit Program

Category Requirements and Criteria:

Employee Benefit – Employee tuition waivers are available in accordance with employee contracts and Human Resources approval for staff (including retirees, retiree dependents and employee dependents) in support of staff development. Tuition waivers are also extended as an employment benefit to employee spouse/domestic partner and dependents.

Criteria: Employees must have passed their probationary status with the college in order to be eligible for this employee benefit.

Student Achievement – Achievement tuition waivers are initiated and awarded by departments, administrators or other recognized CCC individuals to students for recognition of academic achievement. This includes but is not limited to: CCC Skills Day Competition participants, Adult High Diploma/GED recipients, District High School graduates and Oregon Transfer Module recipients.

Criteria: Recipients must meet the conditions and criteria as stated on the Student Achievement tuition waiver.

Student Talent – Talent tuition waivers are awarded by program directors to selected students that have demonstrated a specific talent. This includes, but is not limited to: Athletics, Music, and Performing Arts.

Criteria: Students must meet the conditions and criteria as determined by the department as well as the terms of the Student Achievement tuition waiver contract.

Employer/Community Partner Incentive – Incentive based tuition waivers are initiated by college administrators and/or departments to employer and community partners in recognition of valued relationships. This includes but is not limited to the *Fill a Seat Tuition Voucher* initiative and the Clackamas County Sheriff's tuition assistance agreement.

Criteria: Recipients must meet conditions and criteria as stated on the Employer/Community Partner tuition waiver.

Student Financial Need - Need based tuition waivers are issued to students that have demonstrated a financial need not covered by federal, state or other outside resources. Students must apply for this waiver through the Student Financial Services office.

Criteria: Students must earn a 2.0 GPA, complete all attempted credits covered by the tuition waiver and meet conditions stated in the tuition waiver contract. Students are eligible for one need based tuition waiver per academic year.

Fallen Oregon Service Member Benefit – The fallen Oregon service member tuition waiver benefit is intended to honor Oregon service members and provide their family members with the opportunity to earn a certificate or an associates degree. Individuals must apply for this waiver and be determined eligible as certified by the United States Department of Veterans Affairs or any branch of the Armed Forces of the United States.

Criteria: Recipients must be Oregon residents and a spouse/domestic partner or dependent child (between the ages of 18 to the maximum age of 26) of a fallen Oregon military service member:

- That at the time of death served in the U.S. Armed Forces during a national emergency, war declared by Congress or action of the United Nations or who was killed on active duty after the year 1990.
- Spouses/domestic partners or dependent children of service members who died of a service-connected disability acquired while on active duty or that are 100% disabled as a result of military service after the year 1990 may also be eligible.

Tuition waivers may be granted for up to, but no more than 150% of the total credits needed for an associates degree and are to be used for tuition only. The student is responsible for fees or other expenses related to enrollment.

Senior Citizen Audit Program – The senior citizen audit program is intended to provide Oregon residents 65 years of age or older the opportunity to audit certain courses on a space available basis.

Criteria: Recipients must be Oregon residents 65 years of age or older and tuition waivers may be used if:

- There is space available in the course at the end of the add/drop period;
- The course is a lower-division collegiate course;
- The department in which the course is being taught approves;
- The auditing student is registered for eight credits or fewer during the term.

The senior citizen course audit program provides a full waiver of tuition costs and may be used for a maximum of eight credits per term. All course associated fees and costs for textbooks and other expenses will remain the responsibility of the student.