

## **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**

### **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.

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**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 (Tuition Waiver for Dependents of Veterans)**

Clackamas Community College will provide a tuition waiver to the spouse and children age 26 and under (including adoptive and step-children) of members of all branches of the United States Armed Forces or United States Coast Guard who:

- Died while on active duty, or
- Died as a result of a military service-connected disability, or
- Is 100% permanently disabled as a result of a military service-connected disability as certified by the U.S. Department of Veterans' Affairs.

In addition, the student must be an Oregon resident at the time of application for a waiver. The spouse of the fallen service member must initiate the request for a waiver within ten years of the determination of death or 100% disability. The spouse will lose eligibility upon remarriage. Dependent children must initiate this benefit prior to age 26.

The tuition waiver is available to students admitted to a certificate or degree program only. This waiver is also limited to 135 college credits or the completion of an Associate degree, whichever comes first. The waiver does not include required fees and may not be applied to community education programs or distance learning programs for recipients residing out of state. This waiver shall be granted in coordination with other student financial assistance (including VA Benefits) for which the recipient may be eligible. Student will utilize other grant resources before applying this tuition waiver in order to provide a total benefit not to exceed the total estimated cost of attendance. Continuation of this tuition waiver benefit is contingent upon the student meeting the applicable satisfactory academic progress requirements.