

HRD Tuition and Fee Waiver Verification Form

Student Name _____

Social Security Number _____

HRD Student Profile	Response	Comments	Response
What is your current employment status? 1 = Unemployed 2 = Employed – Part Time 3 = Employed – Full Time		***Answer the question below only if you are qualifying for the fee waiver under the criteria "is working and eligible for the federal earned income tax credit." Please indicate the number of dependents living in your household	
If unemployed, please give the name and location of the company and the last date of employment: Name: Location: Last Date of Employment:		Comments:	
Have you received a notice of layoff? ☐ Yes ☐ No If yes, please give the name and location of the company. Name: Location:			

Work History Profile						
Have you worked in the past 12 months? If yes, complete the following:						
	Employer/Job Title	Start/End Dates	Weeks Employed	Hourly Wage	Hours Per Week	Comments
1)						
2)						
3)						

Tuition and Fee Waiver – Verification Statement

The State Board of Community Colleges grants permission to waive tuition and fees for enrollment in classes coded in the Master Course List as Human Resources Development if the individual meets one of four criteria listed below. To receive this waiver, an individual must verify that he or she meets at least one of the criteria by completing and signing this form. Individuals not signing this form must pay the applicable fee to register for a Continuing Education course.

I qualify for tuition and fee waiver under the following criteria:

- ☐ 1 = I am currently unemployed.
- ☐ 2 = I have received notification of a pending layoff.
- ☐ 3 = I am working and eligible for the Federal Earned Income Tax Credit.
- ☐ 4 = I am working and earn wages at or below two hundred percent (200%) of the federal poverty guidelines.

I hereby verify that all the information given by me as written on this HRD Tuition and Fee Waiver Verification Form is complete and accurate to the best of my knowledge.

SIGNATURE: _____

DATE: _____