

<i>Internal Use Only</i>	
Date Rcvd _____	Initials _____
Holds _____	Fee 51 _____

State Employee
Space Available Tuition Waiver

Form Instructions

- Submit completed form to Enrollment Services, Bldg 7.
- Attach completed Registration Form with the Instructor's permission and signature.
- Registration for State Employees opens on the sixth instructional day of the quarter on a space available basis.

1. PLEASE PRINT CLEARLY

Name: _____ Last _____ First _____ Middle Initial _____ SID: 970 -

Quarter/Year: _____

2. Employer Verification

I verify that the above named student is employed with our organization in a permanent position, classified as half-time or more, and is eligible for a Tuition Waiver under provisions as amended in RCW 28B.15.558. Temporary employees are not eligible.

Regular K-12 school district employees are not eligible, unless he/she is a teacher or other certificated instructional staff, holding or seeking a valid endorsement and assignment in an identified shortage area. Please state shortage area: _____.

State Agency Name and Address:

Personnel Officer:

Printed Name & Title

Verification Signature

Date

3. State Employee/Student Acknowledgment

I understand:

- Tuition Waiver may be granted for up to 2 classes (10 credits) per quarter.
- Tuition Waiver is granted on space availability and no overloads can be accepted.
- The cost per class is \$5, plus applicable fees (lab, technology, CAP, etc.)
- It is recommended that you attend the selected courses from the first day of class, at the Instructor's discretion.
- Tuition Waiver does not apply to non-credit or WAOL classes.
- Registration earlier than the sixth instructional day of the quarter will result in disqualification for the Tuition Waiver and Employee being charged at the regular tuition rate.

Employee Signature

Date