

PERSONNEL

E-3i (19) PROCEDURE Benefits: Tuition Waiver

Employee Tuition Waiver

The College will waive tuition for full-time employees , their spouses or dependents* or an eligible retired employee who had been employed at the College on a full-time basis for at least 10 years in good standing for course(s) offered by the College under the following conditions:

Eligible Employees: Full time status

Credit course(s)

1. The tuition will be waived but the employee will pay the amount of any additional instructional costs (books, laboratory fees, materials, fees, etc.)
2. The course(s) does not conflict with the employee's responsibilities with the College.

Noncredit course(s)

1. The tuition will be waived but the employee will pay the amount of any additional instructional costs (books, laboratory fees, materials, fees, etc.).
2. Tuition waiver will not apply to courses that have been designated as exempt from tuition waiver.
3. The course(s) does not conflict with the employee's responsibilities with the College.
4. If the maximum enrollment in the course has not been reached.
5. If the minimum enrollment in the course has been reached.

If any type of payment and/or other type of waiver or discount is applied to the tuition, the tuition will only apply to the remaining balance. At no time will a refund be issued. The College reserves the right to amend this benefit based on budgetary amounts set annually.

Upon retirement, the tuition waiver benefit will extend solely to the retired employee of SCC.

*Dependent is defined as a dependent for Federal Income Tax purposes.

Adopted: 8/1/2021

Reviewed: 1/04/11, 6/20/17, 12/15/17, 7/17/18, 6/15/2021

Revised: 1/04/11, 6/20/17, 12/15/17, 7/17/18, 6/15/2021

Web link:

Tags: benefits, tuition waiver, tuition remission