

# Employee 50% Operating Waiver Eligibility Form The Evergreen State College

Quarter Year Student ID Number

Last Name First Name Middle Initial

Please indicate the degree program to which you are admitted:

Undergraduate (BA or BS) MES MIT MPA

Agency

Position Title

Department

## Eligible Employee Status: I am a permanent employee, employed half-time or more in one of the following classifications:

Washington State Employees in classified service under chapter 41.06 RCW.

Classified employees or exempt paraprofessional employees of a technical college; or a faculty member, counselor, librarian, exempt professional or administrative employee at institutions of higher education as defined in 28B.10.016.

Teacher or other certificated instructional staff employed at public common and vocational schools.

Classified staff member employed at a public common school, as defined in RCW 28A.150.020, when used for coursework relevant to the work assignment or coursework that is part of a teacher preparation program.

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*Section to be completed by employee's Human Resources Office*

**I certify this permanent employee is eligible for the Employee 50% operating waiver according to the classification indicated above. Please attach a business card and/or other means of verifying your position.**

PRINT Name of Authorizing Person

Agency

Signature of Authorizing Person

Agency Mailing Address

Title of Authorizing Person

Agency City

Zip Code

Telephone, including Area Code

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## RECIPIENTS MUST CONFIRM ELIGIBILITY EACH QUARTER PRIOR TO REGISTRATION

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### I. BENEFITS AND LIMITATIONS

Under the authority of RCW 28B.15.915 a limited number of undergraduate and graduate 50% operating fee tuition waivers are available to eligible Evergreen, Washington State, and public K-12 degree-seeking employees who have been admitted to the college. However, pursuant to RCW, building fee and services & activities (S&A) fee parts of tuition are charged according to the tuition schedule. The Wellness fee will be waived for students using this waiver, (as will the Transit and Late Night bus fees if they are re-instated). Because the number of available waivers is limited, eligibility does not guarantee award of this waiver.

Students attending under this waiver are degree-seeking students and are eligible for priority registration. They may take courses, programs, contracts, internships, or theses; and they may enroll for a part-time or full-time credit load. They are eligible to receive a student ID/sticker.

### II. EXCLUSIONS

Tuition waivers cannot be used for self-supporting courses (including Summer quarter). This tuition waiver is available during the fall, winter, and spring quarters.

### III. CONTINUING ELIGIBILITY

The waiver, once awarded, remains with the recipient until they have completed the credits required for their degree, if the student meets the following conditions:

- maintains good academic standing in their degree program;
- continues to be an eligible permanent employee, to be verified quarterly prior to registration;
- and maintains enrollment during the regular academic year (fall, winter, and spring) towards degree attainment. Summer quarter enrollment is optional.

**I have read the guidelines above and understand the limitations and benefits of this waiver.**

Student Signature

Date