



# TUITION WAIVER - ILISAGVIK COLLEGE EMPLOYEES

Office of Financial Aid  
PO Box 749 Barrow, AK 99723  
907-852-1884 or -1708 [fin.aid@ilisagvik.edu](mailto:fin.aid@ilisagvik.edu)

STUDENT NAME: \_\_\_\_\_  
First Middle Last

EMPLOYEE NAME (if student is a spouse or dependent) \_\_\_\_\_

LAST 4 OF SSN: \_\_\_\_\_ EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
Street/PO Box City State Zip

- Select a term/year to apply for.
- Read, agree, and initial each item under the waiver.
- Waivers are due each semester by the withdrawal deadline (see course schedule).
- Students must receive a grade of "C" or higher in each course covered by the waiver. Employees will be charged the full cost of any course with a grade lower than "C".

Fall 20\_\_  Spring 20\_\_  Summer 20\_\_  Workforce Dev. Short-Term Training

## ILISAGVIK EMPLOYEE/SPOUSE/DEPENDENT WAIVER (to be filled out by employee)

\_\_\_\_\_ I am an Ilisagvik College Employee.

\_\_\_\_\_ I authorize verification of my employment status.

\_\_\_\_\_ I authorize my spouse/dependent \_\_\_\_\_ to register under this waiver.

\_\_\_\_\_ I understand that any coursework under this waiver must be completed with a grade of "C" or higher. **If the student does not earn a grade of "C" or higher, the authorizing employee is responsible for the cost of tuition and hereby authorizes an immediate payroll deduction in the amount owed for courses under this waiver.**

\_\_\_\_\_ Student applied for a scholarship from \_\_\_\_\_ (see FAQ).

\_\_\_\_\_ Student applied for the NSB Mayor's Tuition Waiver. If not, why? \_\_\_\_\_

## STUDENT AGREEMENT AND SIGNATURE

By signing below, I confirm that the information I have provided is true and correct. I understand and agree to the following:

- **This is a waiver of tuition only. All course fees, registration fees, lab fees, lab kits, art supplies, textbooks, and other special costs are my responsibility.**
- Tuition waivers cannot be applied retroactively and will not be issued if a student's account has an outstanding balance of \$500 or more.
- **Any coursework under this waiver must be completed with a grade of "C" or higher. If the student does not earn a grade of "C" or higher, the employee is responsible for the cost of tuition and will receive an immediate payroll deduction in the amount owed for courses under this waiver.**
- **I must submit a tuition waiver for every semester in which I would like tuition waived.**
- I authorize the Ilisagvik College Registrar's Office to release grades to the Business Office.
- I give Ilisagvik College permission to use my name and image in marketing material.

\_\_\_\_\_  
Employee Signature Date

\_\_\_\_\_  
Student Signature (if student is not the employee) Date

\_\_\_\_\_  
Financial Aid Signature Date

\_\_\_\_\_  
Ilisagvik College President Signature Date

# TUITION WAIVER FAQs

**Question: Does this waiver apply to CEU classes?**

Answer: No, it does not apply to CEU classes, because CEU classes do not have tuition, only fees.

**Question: Does the student have to be admitted to a program, or can he/she apply for a waiver if he/she just wants to take an individual class?**

Answer: Admission to a program is not required for the Iḷisaġvik College Employee Tuition Waiver.

**Question: When is the due date for the completed form to be turned in?**

Answer: The due date varies according to semester; however, short-term classes that start after the regular due dates will receive an extension.

**Question: Does a student have to have all “A” grades in order to be eligible for a waiver?**

Answer: No. Students taking classes under the Iḷisaġvik College Employee Tuition Waiver must have a minimum grade of “C” in each class covered by the waiver. If the student does not receive at least a “C” grade, the employee becomes responsible for the cost of the course and will receive an immediate payroll deduction in the amount owed for the course.

**Question: What if a student owes money to the College, is he/she still eligible for a tuition waiver?**

Answer: As long as the balance is less than \$500, yes, the student is eligible for the tuition waiver. If the student owes a higher balance, he/she must work out a payment plan with the Business Office and reduce the balance to \$500 or less.

**Question: Do students have to apply for a scholarship?**

Answer: Yes, students have to apply for a scholarship to be eligible for waivers; however, they do not have to be awarded a scholarship. For guidance on where to find scholarships, contact [fin.aid@ilisagvik.edu](mailto:fin.aid@ilisagvik.edu) or call 907-852-1708.

**Question: Does the waiver include the cost of books and fees?**

Answer: No. Only the cost of tuition is waived. Students are responsible for course fees, registration fees, lab kits, art supplies, textbooks and any special costs identified for the course(s).

**Question: Does this waiver apply to dual credit courses?**

Answer: No, it does not.

**Question: Can the tuition waiver be applied to repeat classes, either because the student did poorly or because the student wants to take the class again for personal interest?**

Answer: No, the tuition waiver can be applied once to a class, but not repeatedly.

**For additional information, please contact  
Financial Aid at 907-852-1708 or email [fin.aid@ilisagvik.edu](mailto:fin.aid@ilisagvik.edu)**