



# TUITION WAIVER - ILISAĠVIK COLLEGE EMPLOYEES

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

STUDENT NAME: \_\_\_\_\_

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.
- Attach proof of scholarship application.
- 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

## ILISAĠVIK EMPLOYEE/SPOUSE/DEPENDENT WAIVER (to be initialed by employee)

\_\_\_\_\_ I am an Ilisaġvik 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.**
- **Any courses 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.**
- Tuition waivers cannot be applied retroactively.
- I authorize the Ilisaġvik College Registrar's Office to release grades to the Finance Department
- I give Ilisaġvik 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

\_\_\_\_\_  
Ilisaġvik College President Signature

\_\_\_\_\_  
Date

# TUITION WAIVER FAQs

## **Do I need to apply for a tuition waiver each semester?**

Yes, an application is necessary **each** semester you would like to receive a tuition waiver.

## **Does this waiver apply to CEU classes?**

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

## **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?**

The form includes four types of tuition waivers. When applying for a tuition waiver for the first time, admission to a program is not a requirement. However, for some of the waivers, admission to a program is required if the student wants to continue to receive the waiver.

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

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

## **Does a student have to have all "A" grades in order to be eligible for a waiver?**

No. However, when taking classes under the waiver, the student must make satisfactory academic progress. This means the student must (1) pass 2/3 of his/her classes and (2) have an overall grade point average of 2.0 (Grade "C") in order to be eligible for the waiver the next semester.

## **Do students have to apply for a scholarship?**

Yes, ALL students have to apply for a scholarship to be eligible for waivers; however, they do not have to be awarded a scholarship. This includes NSBSD employees taking teacher certification classes. Proof of the scholarship application must be attached to this form. For guidance on where to find scholarships, including scholarships with easy applications, contact [fin.aid@ilisagvik.edu](mailto:fin.aid@ilisagvik.edu) or call 907-852-1708.

## **Does the waiver include the cost of books and fees?**

No. The tuition will be waived, but students are responsible for course fees, registration fees, lab kits, art supplies, textbooks and any special costs identified for the course(s). The only exception to this is course fees that are covered by the Mayor's Tuition Waiver.

## **Does this waiver apply to dual credit courses?**

No, it does not.

## **What if I withdraw from a course?**

If you withdraw from a course, it is now the policy of Ilisagvik to apply the waiver to the tuition. However, the withdrawal may affect your eligibility for the waiver in future semesters. When possible, it is better to drop a class before the drop deadline, rather than waiting until the withdrawal deadline.

## **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?**

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)**