

State Employees Tuition Waiver Form

St. Johns River State College

INFORMATION AND INSTRUCTIONS: The deadline for submission of completed, approved waiver forms is one week prior to the first day of classes each semester; however, all admissions and testing requirements must also be completed in time to allow you to register. The period for registering for classes on a space-available basis (State Employee Registration Period) is during the registration hours on the last day of open registration each semester, or as posted in the registration schedule. Please complete this form and have it authorized by your supervisor (one form for each semester that you are requesting the waiver). Your status as an eligible state employee will be verified by SJR State.

Name: _____ Student ID: _____
Agency: _____ Phone: _____

Check the semester for which you are requesting a waiver:

- Fall (August to December)
Spring (January to April)
Summer (May to July)

By signing, I understand that this waiver will only apply to the tuition and fees (in-state cost per credit hour) and late fees for a maximum of six credit hours for which I register during the State Employee Registration Period as defined above by SJR State. All other fees and charges are my responsibility.

Signature: _____ Date: _____

Agency Authorization

I authorize the employee named above to participate in the State Employee Tuition Waiver Program on a space available basis. I certify this employee meets the conditions outlined in Section 1009.265, Florida Statutes.

Supervisor's Signature: _____

Supervisor's Printed Name and Title: _____

Agency: _____ Date: _____

Return signed and authorized forms to the following address:

St. Johns River State College
Business Office
5001 St Johns Avenue
Palatka, FL 32177