



Pearl River Community College

Faculty/Staff/Spouse/Dependent Tuition Waiver Request Form

Term (check one): Fall 2022 Spring 2023 Summer 2023

Must be completed each semester AFTER student is registered

DEADLINE: Waiver request form must be submitted to the Office of Financial Aid before the first day of the term

Employee Information:

Name		ID #	
Employment Status	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	Department/Office: _____	
Employment must be verified by Supervisor:	Supervisor Signature: _____ Date: _____		

If the student is your *spouse*, please complete this section: **You may be asked to provide a copy of your marriage license.**

Name		ID #	
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If the student is your *dependent*, please complete this section: **You may be asked to provide documentation of dependents.**

Name		DOB		ID #	
Dependent's Marital Status	<input type="checkbox"/> Single (never married)	<input type="checkbox"/> Married	<input type="checkbox"/> Divorced		

- The value of the employee benefit will equal the amount of tuition/registration and technology fees as established by the College.
- The value of the employee/spouse/dependent benefit will equal the amount of tuition only as established by the College.
- Please note: part-time employees and faculty 3/5 or higher and their dependents will receive the value of half tuition.**
- Spouse/Dependent benefit can be received for the equivalent of five full-time semesters of enrollment at PRCC.
- Employee and Spouse must be currently married to receive the Dependent/Spouse benefit.
- To qualify for the benefit, a dependent child is one who: 1) is not older than 24 years of age at the time of enrollment, 2) is the biological, adopted or step-child of the employee, or 3) the employee has legal custody of the dependent.
- Minimum of 2.5 GPA is required for each semester of enrollment. A failure to earn the minimum GPA will result in one probation period. A failure to meet the minimum GPA requirement for subsequent terms will result in a loss of the tuition waiver. Once suspended, students must demonstrate a minimum term GPA of 2.5 at personal expense to regain eligibility.
- This benefit may not be used with academic scholarships unless the student demonstrates a remaining term balance.
- This benefit will be adjusted to meet direct costs, books, and supplies only.
- This benefit can be used for Middle College students.
- This benefit CANNOT be used for Dual Enrollment students.

Employee Signature: _____ Date: _____

** Office of Financial Aid Use Only **

Sem. Rec'd		GPA		Current Hours		Waiver Amount		Initials		Date Entered	
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Updated 12/08/2022