



## BOARD POLICY

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**TITLE: EMPLOYEE TUITION WAIVER**

**BOARD POLICY # 322**

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See ACEUCC, UCCFA, and UCCPTFA collective bargaining agreements regarding tuition waivers for represented employees.

All current full-time Administrative/ Confidential-Exempt employees of Umpqua Community College, their spouses and their immediate families (i.e., legal resident dependents), on a space available basis, will be granted tuition waivers in all credit-based courses offered by the college; recipients of the tuition waivers are responsible for payment of fees, materials, and supplies. Tuition waivers do not apply to non-credit, fee-based courses.

A tuition waiver, on a space available basis, will be granted to non-represented part-time employees who have worked at least an average of 10 hours a week for six months. The tuition waiver applies only to the part-time employee and does not cover fees, materials, and supplies.

Student workers are not eligible for employee tuition waivers.

**RESPONSIBILITY:**

The Director of Human Resources is responsible for implementing and updating this policy.

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**NEXT REVIEW DATE:**

**DATE OF ADOPTION:**

**DATE(S) OF REVISION: 6/13/2018**

**DATE(S) OF PRIOR REVIEW:**