Williston State College Waivers

Unless otherwise noted:

- All requests for waivers are due by the 4th official day of the term for which a waiver is requested.
- The form for WSC waivers can be found out [http://www.willistonstate.edu/Current-Students/Student-Financial-Payments.html](http://www.willistonstate.edu/Current-Students/Student-Financial-Payments.html)
- Submit completed forms to the office of Student Accounts

Athletic Waivers

1. Must be an eligible member of a Williston State College athletic program.
2. Complete the athletic waiver form, [Athletic Waiver Form.docx](#), one week prior to the first day of the term for which the waiver is requested and submit to the office of the athletic director.
3. Selection is made by athletic director and coach, and verified with NJCAA guidelines.
4. A letter of intent is mailed to all recipients of the Athletic Tuition Waiver. Fees are not waived and are the responsibility of the student.
5. The WSC Athletic Director shall notify the Financial Aid office of recipients.

Amount: 10
Authorizing Department: Athletic Director
Processing & Compliance Department: Student Finance

Cultural Diversity Waivers

Purpose: To provide educational opportunities to students from but, not limited to cultural, racial, or ethnic groups which have been historically under-represented.

All applicants of the Cultural Diversity Tuition Waiver must complete all parts of the essay question including: 1) Parentage and family background, 2) Financial need, 3) Career Goals.
This needs-base waiver requires a recent FAFSA on file with the student financial aid office. Students must have an official EFC and not be in verification.

Applications are due March 15 for the next academic year and are completed through the STARS database: [http://www.willistonstate.edu/Future-Students/Financing-Your-Education/Financial-Aid/Scholarships/Scholarships-Online-Application.html](http://www.willistonstate.edu/Future-Students/Financing-Your-Education/Financial-Aid/Scholarships/Scholarships-Online-Application.html)

If awarded this scholarship the applicant must commit to joining the Cultural Diversity Club at Williston State College for the course terms in which the waiver is being awarded.

GPA Status of 2.0-2.5 will receive 1/2 tuition waiver, fees are the responsibility of the student.
GPA Status of 2.5-3.0 will receive full tuition waiver, fees are the responsibility of the student.

Amount: 15
Authorizing Department: Cultural Diversity Committee
Processing & Compliance Department: Student Finance
Staff Tuition Waivers

1. Employee tuition waivers, including mandatory student fees (excluding CND, NDSA and technology fees), for a "benefited employee," as that term is defined in Policy 703.2. The waiver or payment shall be limited to no more than three academic classes during each calendar year for NDUS undergraduate and graduate courses as outlined below.

   a. For on campus face to face academic classes, a waiver will be applied with students responsible for non-covered fees.

   b. For off campus Face to Face, hybrid/blended, Independent Study, Online Asynchronous, Online Synchronous, or Interactive Video-based courses, the employing institution shall waive [or pay to another NDUS institution], 50% of the cost, with the employee paying any remaining balance. In the instance of waivers at other NDUS instances, the employee must honor all due dates of the enrolled campus. Classes excluded from the tuition waiver and employer paid assistance include the professional programs of Law (JD) and Medicine (MD). Internships and study abroad/exchange are also excluded.

   c. Employees may be released from work for one face-to-face class each academic term with approval of the employee's supervisor or department head; approval shall be granted if it does not interfere with completion of the employee's essential job duties and the essential work of the institution.

   d. This waiver does not apply to continuing education programs.

All benefited employees are eligible to receive tuition waivers for three classes per calendar year. Employees must not have an overdue account balance and register for class(es) through PeopleSoft. Once the registration has taken place, complete the NDUS Tuition Waiver Request form [NDUS_Application_EE_Tuition_WaiverAssistance_Fillable_V2.docx], within 4 days of the start of the course term. The Request must be signed by the supervisor and submitted to the office of Human Resources. For online classes taken at other NDUS campuses, the employee must register at the institution, and the Student Finance office will send the form to the appropriate office at the other institution for processing.

Authorizing Department: Director of Human Resources
Processing & Compliance Department: Student Finance

Spouse/Dependent Tuition Waivers

1. Employees may elect to transfer some or all of their three waivers per calendar year to their dependent spouses or children.

2. Submitted forms must include documentation of dependency status, such as insurance records, Birth Certificates, Marriage certificates, Tax Records, Court Approved Guardian/adoption papers, Etc.

3. Per NDUS procedure 805.1 High School Students Enrolled in College Courses, a waiver of the tuition or of the fees is not permitted for high school students enrolled in college degree credit classes under either the subsidized or unsubsidized tuition rate.

Authorizing Department: Director of Human Resources
Processing & Compliance Department: Student Finance
North Dakota University System Statutory Waivers

1. Institutions shall waive tuition or fees as follows:
   
a. Tuition and fees of the student member of the Board;
   
b. Pursuant to N.D.C.C. §§ 15-10-18.4 and 15-10-18.5, tuition and fees shall be waived for survivors of firefighters, emergency medical services personnel or peace officers who died as a direct result of injuries received in the performance of official duties, subject to the limitations stated in those statutes;
      i. Proof of dependency status, such as insurance records, birth certificates, tax records, court approved guardian/adoption papers, are required with submitted applications.

   Authorizing Department: NDUS per established guidelines.
   Processing & Compliance Department: Student Finance

Veteran Dependent Waivers

1. Pursuant to N.D.C.C. §§ 15-10-18.2 and 15-10-18.3, tuition and fees shall be waived for dependents of resident veterans who were killed in action, died of service-related causes, were prisoners of war or declared missing in action, subject to the limitations stated in those statutes.
   
a. A copy of the Veteran’s DD214 (Report of Separation from active duty and documentation verifying that the student is a dependent of the veteran must be submitted with the application.
   
b. If the veteran is deceased, verification must be provided that the child’s other parent has been a resident of this state and was a resident of ND at the time of death or determination of total disability of the veteran. Or, if the child’s other parent has established residency in North Dakota and maintains residency for a period of five years immediately preceding the child’s or stepchild’s enrollment at an NDUS Institution;

   Authorizing Department: Office of the Registrar
   Processing & Compliance Department: Student Finance

National Guard Waivers

Pursuant to N.D.C.C. ch. 37-07.1, tuition shall be waived for qualified members of the National Guard, subject to the limitations stated in that chapter and National Guard rules; under the terms of the agreement 25% of tuition for qualified guardsmen/women is waived. A waiver form is not required. The National Guard will communicate directly to the office of Student Finance.

   Authorizing Department: State Office of National Guard
   Processing & Compliance Department: Student Finance
**Application Fee Waiver**

Effective January 1, 2002, the application fee for admission at the undergraduate or graduate level at all institutions is $35.00. The fee shall not be assessed when a student admitted and enrolled at one NDUS institution is enrolled as a collaborative student in a class or classes offered by another NDUS institution. A request for a waiver of the application fee as provided by SBHE policy 805.3 must be in writing, explaining the reason or reasons for the request, and must be submitted to the institution president for approval or denial.

Authorizing Department: Office of the President
Processing & Compliance Department: Student Finance

**Senior Citizen Waiver**

Students age 65 or older may receive a 100% tuition waiver of audited coursework. Submitted waiver forms must include a copy of a federal- or state-issued ID. Fees are the responsibility of the student.

Authorizing Department: NDUS per established guidelines.
Processing & Compliance Department: Student Finance

**Presidential Waiver**

Purpose: To provide educational opportunity and English language & cultural enrichment to international students. Recipients of the Presidential Waiver shall participate in academic, work-experience, and social activities designed to enhance English skills of the foreign-speaking learner. Tuition and all mandatory student fees.

Authorizing Department: Office of the President
Processing & Compliance Department: Student Finance