

Guidelines for Tuition Waiver Application

A limited number of tuition credit waivers are available.

- Eligibility:**
- ☐ Undergraduate student must be admitted to UAA and be an Alaska resident.
 - Enrolled a minimum of three credits in a program leading to a degree or certificate from the Community and Technical College.
 - Maintain a minimum cumulative GPA of 2.8
 - ☐ Graduate students must be admitted into a Community and Technical College graduate program.
 - Maintain a GPA of 3.0
 - ☐ If GPA is not maintained and/or all courses are not completed, the student will be ineligible for a tuition waiver the following semester.
 - ☐ Tuition Waivers can waive up to 12 undergraduate or 9 graduate credits per semester.
 - ☐ Tuition Waivers do not cover any self-support fees.

I. Application Deadline

A. FALL 2008 semester applications due: Thursday, April 17, 2008 by 5:00pm to CTC Office of the Dean

NO LATE applications will be evaluated.

B. Submit applications to: Victoria V. Hillwig, University Center (UC), Suite 141

- II. **Applicant must be a declared certificate or degree-seeking student in the Community and Technical College program of studies.**
- III. Applicants needing **clarification** with tuition waiver application may **email** anvv@uaa.alaska.edu **or** may **call** 786-6400.
- IV. Student must provide in **one complete** packet ALL of the following information; packet must be **paper clipped together** (no staples or binders):

- Page 1 — Title Page**
- ☐ Full Name
 - ☐ Student Identification #
 - ☐ Telephone # (home and work)
 - ☐ Email address
 - ☐ Current mailing address (include zip code)
 - ☐ State of residence
 - ☐ Total # of credits planning to enroll in during semester of application
 - ☐ Proposed graduation date
 - ☐ Verification of degree-seeking status — CTC department representative required to print Banner SGASTDN screen and validate with signature.
 - ☐ Other grants and/or scholarships applied for or received pertaining to the semester of this application.
 - ☐ Attach Award history print out, from UAOnline.
- Page 2 —** Letter by student stating specific reasons including, but not limited to: family emergency, unusual financial hardship (must include statement of income and expenses), GPA, and/or academic ability.
- Page 3 —** **Overall** academic and career goals (Certificate, Associate's, Bachelor's and/or Master's degree); listing academic schedule for the semester of the waiver, including credits per class.
- Page 4 —** **List projected plan** for the following semesters to complete certificate or degree.
- Page 5 & 6 —** **Two (2) letters of recommendation:** one from UAA faculty/advisor and one from someone outside of UAA (i.e supervisors, former teachers/professors, etc.). Letters must have original signatures (no copies accepted, no email attachments).
- Page 7 —** **Unofficial Transcript — Must be printed from Banner SHA2TRU screen, signed and dated by department representative** (student signatures not accepted).
- Page 8 —** **UAA Academic Tuition Waiver Application FOR FALL '08 CTC students ONLY.**
Must be completed with student information and signature. **DO NOT** complete "calculation box". Please print legibly.



TUITION WAIVER FORM

University of Alaska Anchorage
Office of Student Financial Assistance & Information
PO Box 141608 Anchorage, AK 99514

www.uaa.alaska.edu/financialaid (907)786-1480 Fax (907)786-6122 financial.aid@uaa.alaska.edu

Official Use Only

Tuition Waiver Type _____ (See below for qualifications) **Semester** _____

ATW (available to undergraduate and graduate students)

Eligibility: Undergraduate students receiving academic tuition waivers must be officially enrolled at UAA for at least 3 credits and be formally admitted into a degree-seeking program, or certificate, and maintain a cumulative grade point average of 2.8 for Academic Department awards, and 2.5 for Student Service awards. If the student's GPA is less than 2.8, a written memo explaining why, must be sent to Rick Weems, Associate Vice Chancellor of Enrollment Management, for approval of the ATW. Graduate students must be formally admitted into a graduate program and maintain a minimum GPA of 3.0. Undergraduate and graduate students must also be in current satisfactory academic standing with the University of Alaska system policy.

GTW (available to full-time, nine (9) credits, graduate students who also are receiving a stipend)

Eligibility: The student must be a graduate teaching/research assistant during the period of time for which this tuition waiver is awarded. Students **must also be receiving a stipend with this award**. This amount is unspecified, but should be commensurate with the work performed. Additional Stipend forms must be completed in addition to the Departmental Tuition Waiver Form. Students must be formally admitted into a graduate program by the start of the semester of the award, and maintain a minimum grade point average of 3.0. Students also must be in current satisfactory academic standing with the University of Alaska system policy

Name _____ **UA Student ID#** _____

Address _____ **City** _____ **State** _____

Zip _____ **Telephone** (____) _____ **UA Email** _____

***Citizenship** _____ ***Non-United States Citizens must complete and attach the following:**

University of Alaska International Form (two (2) pages; page one must be complete in its entirety, regardless of whether a continuing student the second page needs section II, **Departmental Information only**. International Student Scholarship Withholding Worksheet and Certification. Photocopy of social security card.

Academic School/College

or other source Providing Tuition Waiver _____

i.e. ACE, CAS, CBPP, CTC, etc.

Contact _____ **Extension** _____

_____ **Teaching Assistant** _____ **Research Assistant** (for Graduate Tuition Waiver only)

Faculty member contact _____

Work to be performed _____

Tuition Waiver Calculation (This portion MUST be completed in order to process the award)

AK Resident _____	**Students who are not considered for resident tuition are subject to non-resident or WUE tuition fee, please indicated under tuition waiver calculation if the Tuition Waiver will cover these costs. If the waiver form does not have the additional non-resident or WUE tuition fee calculated, it will only cover resident tuition and may result in tuition that the student is responsible for paying.	Credits	Tuition Rate	Amount Waived
Non-Resident** _____		Lower Division _____	X \$ _____	= \$ _____
WUE** _____		Upper Division _____	X \$ _____	= \$ _____
		Graduate _____	X \$ _____	= \$ _____
		Total Credits _____	Total Amount \$ _____	

Routing: ATW and GTW applications are completed at the department level and forwarded to the dean/director for school/college approval. Any questions regarding the status of a specific waiver should be directed to the Dean or Chair in the office of the student's college. The approved/signed application is then sent or presented to the Office of Student Financial Aid, no later than **September 8, 2008, for the Fall 2008** semester and **TO BE DETERMINED**, for the **Spring 2009** semester.

Note: If the GPA is not maintained and/or all course(s) are not completed, the student will be ineligible for an academic tuition waiver the following semester and will also be placed on Financial Aid Suspension (please see catalog for policy).

By signing below attests that the eligibility requirements listed have been met.

Student Signature _____ **Date** _____

Approval Signature _____ **Date** _____

Dean/ Director