



## **Rowan College of South Jersey**

Administrative Procedure: 8405

### **TUITION WAIVERS AND DISCOUNTS FOR STUDENTS AND COMMUNITY**

In accordance with Board policy, the following procedures have been adopted to ensure the efficient processing of tuition waivers and discounts.

#### **Tuition Waivers Requiring Free Application for Federal Student Aid (FAFSA)**

This section includes Unemployment and National Guard waivers. Students must complete a FAFSA application as well as any and all documents required by the College's Financial Aid department.

##### *Unemployment Waivers*

1. Individuals must supply proof of eligibility from the New Jersey Department of Labor and Workforce Development.
2. Individuals must apply for admission to the county college within their county of residence. The College may require proof of acceptance.
3. Students must **not** register before a specific date each semester (date determined by the Office of Financial Aid).
4. Students are responsible for the cost of equipment, materials, hard copy and electronic books, and lab fees. Additionally, Unemployment Waivers require the student to pay the unemployment registration fee, not to exceed \$20. Payment is due at the time of registration.
5. Any grants and/or scholarships received as a result of Financial Aid eligibility, unless otherwise noted, will be applied to tuition first before covering the cost of any item mentioned above. This may reduce or eliminate the waiver.

### *National Guard Waivers*

1. Individuals must submit an original Commander's Letter of Certification (NJDMAVA form 621-2-15NOV00) and National Guard Waiver form each time they register for classes. This letter must be dated no more than 60 days prior to registration.
2. Students must declare a major of study (undecided is not acceptable) and maintain a 2.00 Grade Point Average (GPA).
3. Students must not register before a specific date each semester (date determined by the Office of Financial Aid).
4. Students are responsible for the cost of all fees, equipment, materials and hard copy and electronic books, and health insurance.
5. Any grants and/or scholarships received as a result of Financial Aid eligibility, unless otherwise noted, will be applied to tuition first before covering the cost of any item mentioned above. This may reduce or eliminate the waiver.

### **Tuition Waivers and Discounts NOT Requiring FAFSA Application**

This section includes Senior Citizens, High School Option (HSOP) and Dual Credit Programs, Volunteer Tuition Credit Programs, and Other Community Tuition Discounts.

#### *Senior Citizen Waivers*

1. Senior citizens age 60+ with proof of age and a resident of either Cumberland or Gloucester County are eligible for a waiver of tuition cost only for credit courses as long as there is space available and no additional cost to the College as a result of the waiver.
2. All other costs: all per credit fees (General Service Fee, Capital Construction Fee, etc.), lab and course fees, books, and materials are the responsibility of the eligible senior citizen.
3. The tuition cost only waiver will be evaluated periodically by the Board of Trustees.
4. Senior citizens are not required to apply for financial aid, however, if eligible for financial aid, or any other sources, this may reduce or eliminate the waiver.

*High School Option (HSOP) and Dual Credit Program Discounts*

1. The discounted rate applies to tuition and per credit fees.
2. Eligible students are responsible for the cost of textbooks in addition to the discounted rate.
3. Eligibility expires the summer after the student's final semester in high school or age of 18 years.

*Volunteer Tuition Credit Program Discounts*

1. Members of a volunteer organization (volunteer fire company, first aid, or rescue squad) who are active and in good standing, their spouses, and their dependent children as determined by the volunteer department policy are eligible as long as there is space available and there is no additional cost to the College as a result of the credit.
2. Each volunteer must obtain a letter of eligibility either for themselves or their dependents from their company. Each letter must be signed with an original signature and a company seal to be turned in to the Business Office for credit classes only.
3. Eligible students will receive a tuition-only credit of up to \$600 per school year or \$2400 over a four-year period. This is the total amount allowable for credit classes only.

*Other Community Tuition Discounts*

*Premier Partners*

1. The discounted rate (under the discretion of the College Board of Trustees) applies to tuition and per credit fees for credit programs.
2. Eligible students are responsible for the cost of textbooks in addition to the discounted rate.
3. Eligible students must be an employee of a Premier Partner of the College.
4. Eligible students must provide proof of employment (W-2 or letter from employer) 10 days prior to the start of courses for the term to be eligible for the discount.
5. The College can modify or alter criteria based on Premier Partner need.

*Community & Commerce Educational Partnerships*

1. The 33% discounted rate applies to tuition and per credit fees for credit programs.
2. Eligible students are responsible for the cost of textbooks in addition to the discounted rate.
3. Eligible students must be a Chamber of Commerce member, an employee of a Chamber member, or Educational Partners of the College.
4. Eligible students must provide proof of employment (W-2 or letter from employer) 10 days prior to the start of courses for the term to be eligible for the discount.

*Workforce Investment Network (W.I.N.) Partnership*

1. The 25% discounted rate applies to tuition and per credit fees for credit programs.
2. Eligible students are responsible for the cost of textbooks in addition to the discounted rate.
3. Eligible students must be an employee of an organization that has entered into a W.I.N. partnership agreement with the College.
4. Eligible students must provide proof of employment (W-2 or letter from employer) 10 days prior to the start of courses for the term to be eligible for the discount.

All tuition waivers and discounts cannot be combined with any other college waivers or credits.

Area: Student Services  
Approved: 06/09/20, 07/13/21, 07/26/22, 08/09/23  
Revised: 07/01/25

President's Authorization: \_\_\_\_\_



References:

Rowan College of South Jersey Board of Trustees Policy Manual, *8405 Tuition Waivers and Discounts for Students and Community*

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