

TUITION WAIVER - EMPLOYEE EDUCATION BENEFIT

This procedure is governed by its parent policy. Questions regarding this procedure are to be directed to the identified Procedure Owner.

Category:	C. People & Culture
Parent Policy:	C28
Approval Date:	September 19, 2016
Effective Date:	September 19, 2016
Procedure Owner:	Chief People & Culture Officer

Overview:	
Procedures:	<ul style="list-style-type: none"> • Tuition Waiver Application Forms can be obtained at the Human Resources Office. • Tuition Waiver Application Forms must be submitted no later than two weeks prior to the course start date. • Employees considering enrolling at Olds College should make arrangements with their immediate supervisor prior to enrolling. • Exceptions may be considered on a case by case basis as reviewed by a committee. • A new Tuition Waiver Application Form must be submitted for every semester. • In the event of a student withdrawing after the add/drop date, a penalty equal to 50% of the waived amount will be charged.
Definitions:	
Related Information:	B12 Student Fees B27 Tuition Waiver - International Student Athletes
Review Period:	3 years
Revision History:	New: September 19, 2016

