

I am requesting a waiver of tuition under RCW 28B.15.558. I understand and agree to the following:

- I am required to pay a registration fee of \$10.00 per quarter (limit of 2 courses per quarter). Note: some classes may have an additional course fee that is not covered by this waiver.
- I understand that the tuition waiver is valid on a space-available basis only. Instructors cannot over-enroll their classes in order for me to use this waiver. Registering in the class(es) prior to the first day of the quarter cancels the ability to use this tuition waiver. This also applies to being placed on the waitlist prior to the start of the term.
- I understand that I must present this completed enrollment form with the required signatures in order to use this waiver. Late enrollments (after the 3rd day of the quarter) are at the discretion of the instructor.
- I understand that tuition waivers are not available for CO-OP, Internships, Learning Contracts, WAOL or self-support classes.

**Employee name:**

**etcLink ID Number:**

**Quarter/Year:**

**Course #1:**

ex: ENGL&101 (4378)

**Number of Credits:**

**Release Time Requested – state time period(s):**

**Course #2:**

**Number of Credits:**

**Release Time Requested – state time period(s):**

**Re-arrangement of Work Schedule** *(required if release time is requested):*

**Human Resources Office has verified 50% or more employment status**

X

Human Resources  
(Required)

X

Employee Signature  
(Required)

X

Vice President/Dean's Signature  
(Required)

X

Supervisor Signature  
(Required if release time has been approved)