

CAMERON UNIVERSITY

Employee Dependent Tuition Waiver Policy

Policy Statement

Cameron University values its employees and as such provides an additional waiver opportunity to the children of CU employees who make Cameron their university of choice.

Contents

- Who should know this Policy?
 - Responsibilities
 - Procedure
 - Contacts
 - Forms
 - Policy History
-

Who Should Know This Policy

President
Vice Presidents
Deans
Department Chairs
Directors

Faculty
Other Accounting/Finance Personnel
Students
Other Groups
All Employees

Responsibilities

Responsible for Policy

University Officer Responsible

Vice President for Business and Finance

Procedure

STATEMENT OF PURPOSE: In support of the above policy statement, the following procedures and information are provided.

1.0 Eligibility

1.1 Employee eligibility:

- 1.1.1 Employee must be employed by the university in a full-time status for at least one full Fall or Spring prior to the beginning of the semester for which the waiver is requested.
- 1.1.2 Employee must have demonstrated at least satisfactory employee performance as verified by the employee's annual evaluation.

1.2 Student eligibility:

- 1.2.1 Student must be a child (natural, adoptive, stepchild, or a child for whom the employee has legal guardianship) of a qualified employee. False certification of eligibility is cause for disciplinary action.
- 1.2.2 Student must be admissible to Cameron University.
- 1.2.3 Student must be classified as an in-state student according to the Oklahoma State Regents for Higher Education's Policy 3.17 In-State/Out-of-State Status of Enrolled Students.
- 1.2.4 Student must be degree seeking at Cameron University.
- 1.2.5 Student must maintain full-time undergraduate or graduate enrollment to receive the full waiver. If the student is enrolled part-time, the amount of the waiver will be pro-rated.

2.0 Waiver Details

2.1 Award:

- 2.1.1 \$500 per semester tuition waiver for Fall and Spring semesters; \$250 for Summer terms
- 2.1.2 Available during Fall, Spring, and Summer terms
- 2.1.3 Available to undergraduate and graduate students
- 2.1.4 Students who are already receiving a full tuition waiver will not be eligible to receive this award

2.2 Waiver renewal criteria:

2.2.1 To retain the waiver for multiple semesters all of the following criteria must be met:

2.2.1.1 Student must maintain continuous full-time enrollment during the fall and spring semesters to receive the full amount of the waiver. Students enrolled part-time may receive a pro-rated amount of the waiver.

2.2.1.2 Student must maintain a 2.5 cumulative grade point average.

2.2.1.3 Parent/guardian must maintain the employment eligibility requirements.

2.3 Waiver duration:

2.3.1 Qualifying students may continue to receive the waiver up to eight undergraduate semesters and four summer terms, up to a maximum of 124 attempted credit hours or until completion of a bachelor's degree, whichever occurs first.

2.3.2 Qualifying students may continue to receive the waiver up to four graduate semesters and two summer terms, up to a maximum of 33 attempted credit hours or until completion of a graduate degree, whichever occurs first.

3.0 Application

3.1 Employee and child should complete all of the following to request the waiver:

3.1.1 The Cameron's Own Tuition Waiver Request Form and submit it to the Office of Financial Assistance prior to the first day of classes each semester.

Contacts

Policy Questions: Financial Assistance Office, 580-581-2293

Forms

In support of this policy, the following forms are included:
Cameron's Own Tuition Waiver Request Form ([E7](#))

Policy History

Policy

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| Issue Date: | July 16, 2012 |
| Reviewed, no revision: | September 2018 |
| Revised: | April 6, 2017 |
| Revised: | March 31, 2021 |