

TUITION EXEMPTION - BP 2.28

Legal Authority: 23 NCAC 2C .0210; 23 NCAC 2D .0202

Approval: April 19, 2011

Revision:

Tuition Exemption

Community College Enrollment Privileges

As allowed by the NCAC, institutional staff members may enroll in one course per semester in the same institution or another institution in the System without tuition charge. This tuition exemption applies to full-time regular employees only.

The course selected for enrollment may be a curriculum or continuing education course, the exception being continuing education courses labeled “Self-supporting.” By state mandate, the fee for a self-supporting continuing education course cannot be waived for any individual, regardless of the individual's age or employer. Self-supporting courses are clearly indicated on each edition of the continuing education course schedule.

In general, the tuition-exempt course in which the employee enrolls must meet after the employee's designated working hours unless special circumstances exist. An employee wishing to enroll in a class that meets during his or her established working schedule must coordinate that enrollment with his or her supervisor.

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