

Title: Tuition Waiver for Eligible Students with Disabilities

Reference: Annotated Code of Maryland
Education Article, Title 16-106(c)

- Initial Action:** 5-30-2013
- Board Agenda:** 13-028
- Last Revised:**
 - Policy:**
 - Procedure:** 03/05/2020
- Last Reviewed:** 04/05/2023
- Effective:** 04/05/2023
- Next Review:** 03/05/2026
- Responsibility:** Finance and Administration

Policy:

Cecil College participates in the disability tuition waiver program in compliance with Maryland Law and consistent with fiscal policies of the College. Provisions of Maryland Law allow a person who is disabled or retired because of disability to enroll in any community college in the State without tuition payment as long as they meet the standards of disability applied by the Social Security Act for disability or retirement benefits. The tuition waiver applies to credit and non-credit courses with a class that has at least 10 regularly enrolled students. To be eligible for the waiver a student must be a Maryland resident and in most cases must complete a Free Application for Federal Student Aid (FAFSA) form.

Eligible Programs: All Credit courses are eligible for up to 6 credits per semester without declaring a degree or a certificate program. Any further credits, up to 12 credits per semester, require a student to enroll in a degree program or certificate program designed to lead to employment. Eligible non-credit courses include those designated as workforce development and may also include life skills instruction.

Procedures:

- 1) In order to determine the student's eligibility for tuition waiver at Cecil College under the provisions of the Social Security Act, Railroad Retirement Act, or from the U.S. Office of Personnel Management (federal retirement or pension authority), the student has provided either a "statement of benefits", (which can be downloaded from social security website), or a letter on authorized letterhead from Railroad/US Office of Personnel Management.
- 2) The "eligible" student completes the enrollment application and enrollment process according to College policy and procedures.
- 3) The "eligible" student who has declared a qualified course, courses, or program is eligible for full tuition waiver if the courses have at least 10 regularly enrolled students, the course eligibility requirements are met and

- 4) The “eligible” student has filed FAFSA in accordance with federal and Cecil College guidelines. (Note: State Law requires financial aid awards to be applied to student charges before calculating the waiver for tuition. In cases where financial aid fully covers student tuition and fees, the waiver will not be applied).
- 5) If the “eligible” student does not receive a financial aid award, the student is responsible for all applicable fees and other charges.

Points of Understanding:

- 1) The “Waiver of Tuition for Eligible Students Under the Provisions of the Social Security Act or the Railroad Retirement Act” form is available on-line from the student portal and cecil.edu websites. Forms may also be obtained in person from the Cashier’s or the Registrar’s offices. The student is responsible for providing a “statement of benefits”, as applicable and returning it to the College Registrar. The Registrar immediately forwards the waiver to the Cashier’s office after verification and signature.
- 2) For students seeking credit courses it is necessary to file the FAFSA each academic year by the Federal deadline in order to meet start dates of tentative course selection.
- 3) For students seeking non-credit courses the FAFSA process does not apply unless the non-credit courses are eligible for Federal student aid.
- 4) Non-Credit courses that qualify for this waiver may be found on the College’s website. The law states that eligible continuing education courses must be designated workforce development and may include life skills instruction.