



MOBERLY AREA COMMUNITY COLLEGE

Fee Waiver for Employees, Spouses, and Dependents

Moberly Area Community College (MACC)

Full-time employees and their spouses may attend up to nine hours of college per semester with a waiver of incidental fees and tuition, technology fee, and student activity/support services fee. Attendance is subject to approval of the employee's supervisor/dean. The cost of books, supplies, and laboratory fees is the responsibility of the individual. **Online and hybrid courses contain additional per credit hour fees, which will be the responsibility of the individual.** In addition, full-time employees are eligible to apply for participation in one Career Focus course/workshop per semester. Part-time employees, as approved by their respective supervisor/dean, are eligible for a fee and tuition waiver on an individual basis for courses or workshops that relate to Moberly Area Community College employment. Should an employee resign or be terminated during the course of a semester in which he/she is enrolled in MACC classes, in accordance with this policy, the costs of the course will be prorated to the termination date. The former employee or spouse will be responsible for the prorated amount incurred after the termination date.

Dependents of full-time employees of MACC may attend up to 12 credit hours per semester with a waiver of incidental fees and tuition, technology fee, and student activity/support services fee. The cost of books, supplies, and laboratory fees is the responsibility of the individual. **Online and hybrid courses contain additional per credit hour fees, which will be the responsibility of the individual.** Dependents are those members of the employee's family meeting the IRS definition of a dependent. Dependents using this benefit must meet federal academic progress guidelines. Should the dependent's parent cease to be employed at MACC, whether through resignation or termination during the course of a semester in which the dependent is enrolled at MACC, in accordance with this policy, the dependent will be allowed to complete the semester but will not be allowed to use the dependent tuition/fee waiver for future enrollment.

Moberly Public School District (MPSD)

All full-time employees of the Moberly Public School District may attend up to nine credit hours of in-district college credit classes per semester with waiver of incidental fees, technology fee, and student activity/support services fee. All eligible employees who do not reside in the district will be required to pay out-of-district tuition. This waiver applies only to courses that are assessed at the standard tuition and fee rate and does apply to developmental courses. The cost of books, supplies and laboratory fees is the responsibility of the individual.

PREFIX	COURSE TITLE	TIME	DAY	CREDIT HOURS

This form must be completed for each semester a fee waiver is requested.

Immediate Supervisor Signature (Required for MACC Employee Only)	Date	Student ID#	Total Credit Hours (Must not Exceed 9/12 credit hrs.)			
MACC/MPSD Employee Signature or Spouse/Dependent of MACC Employee	Date	Circle One: <table style="width: 100%; margin: 0 auto;"> <tr> <td style="text-align: center;">MACC Employee/Spouse</td> <td style="text-align: center;">MACC Dependent</td> <td style="text-align: center;">MPSD Employee</td> </tr> </table>		MACC Employee/Spouse	MACC Dependent	MPSD Employee
MACC Employee/Spouse	MACC Dependent	MPSD Employee				
*Dean of Student Services or Designated MACC Official	Date	Circle Semester Requested: <table style="width: 100%; margin: 0 auto;"> <tr> <td style="text-align: center;">FALL</td> <td style="text-align: center;">SPRING</td> <td style="text-align: center;">SUMMER</td> </tr> </table>		FALL	SPRING	SUMMER
FALL	SPRING	SUMMER				

*Attach waiver form to enrollment printout and forward to the Business Office.