

Summary of Guidelines for ATHENS STATE UNIVERSITY Employees (or Dependents) taking classes at Athens State University (UNDERGRADUATE)

- Eligible employees (or dependent) allowed waiver of 1/3 the current tuition rate after the first full year of employment; 2/3 of the tuition rate after the second full year of employment; and full tuition rate after the 3rd full year of employment.
- Employee must have been employed by ASU for one full year to be eligible for waiver.
- Employee must be permanent, full-time, Salary Schedule H-30 and H-35, working a minimum of 30 hours per week.
- Salary Schedule H-30 and H-35 and other permanent employees working 30-39 hours will be allowed a waiver calculated at a prorated rate of full-time employment.
- Waiver does not apply to repeated courses.
- Minimum GPA of 2.0 must be maintained to remain eligible.
- One audit course per semester allowed at no cost.
- All remaining tuition, fees, books and supplies are the responsibility of the student.
- Completed (must be certified by Human Resources), original form and current unofficial transcripts must be received by the Business Office no later than the last day of Late Registration.
- Student account may be subject to a Late Fee of \$35 on unpaid balances remaining at the end of Regular Registration.

Summary of Guidelines for ATHENS STATE UNIVERSITY Employees (or Dependents) taking classes at Athens State University (GRADUATE)

- Eligible employee, including Salary Schedule H-30 and H-35 employee, will be allowed a waiver of 100% of the current tuition rate on a maximum of 2 classes per semester.
- Eligible dependents will be allowed a waiver of ½ the current tuition rate on a maximum of 2 classes per semester.
- Employee must have been employed by Athens State University for one full year to be eligible.
- All remaining tuition, fees, books and supplies are the responsibility of the student.
- The completed (must be certified by Human Resources), original form and current unofficial transcripts must be received by the Business Office no later than the last day of Late Registration.
- Student account may be subject to a Late Fee of \$35 on unpaid balances remaining at the end of Regular Registration.