

## ***TUITION WAIVER FOR INDIVIDUALS WITH DISABILITIES***

### **Eligibility**

- Any resident of Maryland who is out of the workforce because of a permanent disability as defined by the Social Security Act, the Railroad Retirement Act, or in the case of former federal employees, the Office of Personnel Management, and enrolls in a community college class that has at least 10 regularly enrolled students, may be eligible for a tuition waiver.
- The waiver is available for enrolling up to 6 credits per semester without declaring a degree or certificate program. For any additional credits, up to 12 credits per semester, a student must enroll in a degree program, or a certificate program that leads to employment. Letter of Recognition programs are not eligible for the waiver.
- Students applying for this waiver must also apply for financial aid (further information below).
- Individuals receiving SSI or SSDI benefits as a dependent or survivor of a disabled beneficiary do not qualify for this waiver.

### **Steps to Apply for the Disability Tuition Waiver**

1. Complete the FAFSA at [www.fafsa.gov](http://www.fafsa.gov) and be sure to include HCC's school code, which is 002075. **All required documentation requested by the Financial Aid Office must be submitted.**
2. Obtain the Certification Form for Disability Tuition Waiver, which is available in the Student Center at Disability Support Services, the Cashiers' Office, or online at [www.harford.edu](http://www.harford.edu).
3. Fill out the form and take it to the Social Security Administration (or other appropriate pension system authority) to be signed and stamped.
4. Present the completed certification form to the Financial Aid Office. Financial Aid will verify the application and eligibility for aid. **Under the new law, financial aid is to be applied first and the waiver will pay for any remaining tuition balance. You are responsible for applicable fees if they are not covered by the Federal Pell Grant or other aid.**
5. Once completed by Financial Aid, take the approved waiver form to the Cashiers' Office for processing.

### **Limitations**

- Any financial aid received, other than a student loan, will be applied first to pay the tuition, then fees. The waiver will then apply to any unpaid tuition after financial aid. Any college fees not covered by financial aid are the responsibility of the student.
- The waiver does not apply to non-credit courses.
- HCC reserves the right to discontinue the tuition waiver for a student enrolling in a course with less than 10 regularly enrolled students.

If a student requests, the HCC Office for Financial Aid will assist any individual required to submit an application for state or federal student financial aid. If you have questions regarding the tuition waiver, please contact the Cashier's Office at 443-412-2208.

# HARFORD COMMUNITY COLLEGE

401 Thomas Run Road, Bel Air, MD 21015

443-412-2000

[www.harford.edu](http://www.harford.edu)

## **CERTIFICATION FORM FOR DISABILITY TUITION WAIVER**

Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

*To be completed by the student and verified by the Financial Aid Office*

**Academic Year \_\_\_\_\_ (i.e. 12/13 = Fall 2012 semester thru Summer 2013)**

Program of Study \_\_\_\_\_ Undeclared \_\_\_\_\_

Waiver maximum is 12 credits per semester if in a declared Program of Study, or 6 credits per

### **Social Security Certification (Please check one of the following):**

\_\_\_\_\_ I certify the above named individual is out of the workforce as a result of permanent disability and **is receiving Social Security Disability benefits** under either Title II (Social Security Disability Insurance) or Title XVI (Supplemental Security Income) of the Federal Social Security Act.

### **Other Federal Pension System or Railroad Retirement Certification**

\_\_\_\_\_ I certify the above named individual is out of the workforce as a result of permanent disability and **is receiving disability retirement benefits** from a Federal Pension Authority (former federal employees not under Social Security system) or the Railroad Retirement Board.

**Official Address Stamp  
of Certifying Agency:**

**Agent:**

\_\_\_\_\_

**Title:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

**For HCC Financial Aid Office:**