

# **NJCU Unemployment Tuition Waiver Contract Spring 2017**

Name (Print): \_\_\_\_\_

ID #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_ (mandatory) Tel. #: \_\_\_\_\_

## **Please read and check off each of the following Terms and Conditions (*carefully*) to participate:**

You are only eligible to register on a space available basis:

☐ Undergraduate Students on or after the **first day of classes (January 19<sup>th</sup>)**

☐ Graduate Students on or after the **first day of classes (January 20<sup>th</sup>)**

☐ Please register for your classes first and have financial aid sign the bottom of this contract. After you are done bring your documents and payment to the Bursar's Office. Waivers must be submitted by January 23<sup>rd</sup> **ANY** waivers submitted after that point will not be accepted.

☐ The Unemployment Waiver **must be dated no earlier than 30 days prior to the first day of classes. The back of the waiver must be completed with the appropriate** courses approved by an Unemployment Counselor.

☐ A new waiver signed by an unemployment counselor **must be submitted for each semester** that you will be attending.

☐ You understand that it is **your responsibility to pay** the following fees (if applicable)

1. Registration Fee (\$20) \*\*
2. Orientation Fee (\$50) \*\*\*
3. One Time Transcript Fee (\$25) \*\*\*
4. Graduation Clearance Fee (\$75)
5. Lab and Material Fees (\$10-\$150)
6. Teacher Certification Fees (Fee Varies)
7. Student Teaching Junior Practicum Fee (\$65)
8. Student Teaching Senior Field Internship Fee (\$150)
9. Amount of courses for Student Teaching Junior Practicum and/or Student Teaching Senior Field Internship (based on amount of credits)

☐ **Undergraduate students** must have a Free Application for Federal Student Aid (FAFSA) on file at NJCU for the corresponding semester and verified by the NJCU Financial Aid Office.

☐ Unemployment Waivers and Student Loan Default- The University will not permit participation in the Unemployment Waiver program if a student owes a past due balance on their account or has defaulted on repayment of a student loan.

☐ **The Unemployment Tuition Waiver will be reduced by any grant or scholarship funds (i.e. Pell, TAG)**

☐ **Students will not be issued a refund check until all balances are paid in full. Credit balances (refunds) from Financial Aid, Loans, and Scholarships will be utilized to clear prior balances before any refund is issued. Absolutely no exceptions will be made.**

☐ I understand that if I am receiving loans and am eligible to receive a refund. IF my loans are disbursed before my waiver is applied I will receive my refund after my unemployment waiver has been applied. (Unemployment Waivers will begin to be applied to students' accounts starting February 21, 2017)

**Any Non-credit courses are not eligible to receive this waiver.**

**\*Please note that if you need to register for classes prior to the third day if you are an Undergraduate or fourth day if you are a Graduate, you will forfeit your right to participate in the program and you will be responsible for any liabilities due to the University.**

**\*\*This fee will be due at the beginning of each semester stated as such in New Jersey Administrative Code Title 12 Chapter 23 Subchapter 8.9(a). This fee cannot be waived/cancelled/removed.**

**\*\*\*These fees are one time fees that are charged to first time attending students. These fees cannot be waived/cancelled/removed.**

I have read and fully understand the terms and conditions of New Jersey City University Tuition Waiver policy and agree to comply with said policy. I also understand that I am responsible for any liability due the University that may result from my waiver being rescinded based on the criteria stated above.

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Financial Aid Signature: \_\_\_\_\_

Date: \_\_\_\_\_