NJCU Unemployment Tuition Waiver Contract –Spring 2020

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 and Graduate Students on or after **January 23, 2020**

- ❑ **Please register for your classes first, then have the Financial Aid Office sign the bottom of this contract. After this is completed, bring your documents and payment to the Bursar's Office. Waivers must be submitted on the day of registration. *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.
- ❑ The University will not permit participation in the Unemployment Waiver program if a student owes a past due balance on their account.
- ❑ The Unemployment Tuition Waiver will be reduced by any grant or scholarship funds (i.e. Pell, TAG) credited to the student account.
- ❑ Students will not be issued a refund check until all balances are paid in full and all financial aid is credited to the student account. Credit balances (refunds) from Financial Aid, Loans, and Scholarships will be utilized to clear prior balances before any refund is issued. *No exceptions will be made.*
- ❑ I understand that if I am receiving loans and I am eligible to receive a refund, I will receive my refund only after my unemployment waiver has been applied.

All non-credit courses, study abroad programs, consortium agreements at other institutions, internships or courses where faculty/other institutions are paid on a per-student basis are *not eligible* to receive this waiver.

***Please note that if you register for classes prior to your designated Unemployment Waiver registration date, you will forfeit your right to participate in the program and you will be responsible for all tuition and fees due to the University for your courses.**

****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 balance 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:** _____