



## **UNEMPLOYMENT TUITION WAIVERS**

Students who are unemployed may be eligible for a Waiver of Tuition and General Service Fees if the requirements below are met:

- Documentation is required from the NJ Department of Labor as proof of eligibility to enroll. Students must present a completed Unemployed Person Job Training Form (NJES-8) and Individual Employability Development Plan (EDP), from their One-Stop Career Center, to the Bursar's Office. This documentation must be dated no earlier than 30 days prior to the first day of the semester.
- Students using the Unemployment Tuition Waiver may register for classes the first day of Late Registration for each term. Students may confirm Late Registration dates in the Student Refund and Academic Calendar accessible at [www.hccc.edu/enrollmentguide](http://www.hccc.edu/enrollmentguide), [www.hccc.edu/tuition](http://www.hccc.edu/tuition), [myhudson.hccc.edu/bursar](http://myhudson.hccc.edu/bursar), or by contacting the Bursar Department.
- Students who register prior to the designated date cannot apply the Unemployment Waiver towards the cost of such courses. The dropping and adding of courses will not be allowed for use of accessing the Waiver.
- Students may not be overloaded into a closed course when using an Unemployment Waiver. Registration for course is on a space-available basis.
- Students will not be reimbursed and allowed to apply a Waiver to a registration for which a payment has already been made.
- Students presenting Unemployment Waivers must complete the Financial Aid process by completing a FAFSA and present proof to the Bursars' Office. Students who are eligible for aid must exhaust all such aid prior to utilizing an Unemployment Waiver.
- Financial Aid will first be applied against Tuition and Waived Fees. Remaining Aid, if any, will be applied against the fees that are the responsibility of the student.
- Students will be ineligible for admission under the Unemployment Tuition Waiver program if the student has defaulted on a Financial Aid Loan, and where the default is the sole reason that the student is ineligible for State or Federal Financial Aid.
- Only courses listed and approved on the Unemployment Waiver form will be waived. If the approved courses change, a new form must be submitted to the Bursars office immediately, for the new courses to be eligible for Waiver.

- Student portion of Fees are due, in full, on the day of registration. The College portion of the Tuition Waiver will not be applied until after all Student portion of fees are paid, and after the last day to withdraw from the semester.
- Waiver program is available to Hudson County Residents. Eligible students who wish to attend HCCC must first apply to the county college within their county of residence. NJ residents, who live outside of Hudson County, may use the Waiver only if their home county community college does not offer their Major course of study. Documentation from the home college must be provided to the Bursars' office with the Unemployment Waiver form.
- Unemployment Waiver Program is not available to visiting students enrolled at another institution.
- Nursing, Paramedic Science (specifically EMT classes) and Radiography clinical courses are not eligible for Tuition Waiver.