



Office of Student Accounts

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 Student Accounts. 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 on 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, www.hccc.edu/tuition, or by contacting Student Accounts at studentaccounts@hccc.edu
- 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 the purpose of accessing the waiver.
- Students may not be overloaded into a closed course when using an Unemployment Waiver. Registration for the 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 presenting proof to Student Accounts. 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. Any remaining aid will be applied against the fees that are the student's responsibility.
- Students will be ineligible for admission under the Unemployment Tuition Waiver program if the student has defaulted on a financial aid loan, and 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 a change to

approved courses is made, a new form must be submitted to Student Accounts immediately for the new courses to be eligible for waiver.

- Student portion of fees is due, in full, on the day of registration. The College portion of the tuition waiver will not be applied until after all student 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 Student Accounts with the Unemployment Waiver form.
- The 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 waivers.