

**UNIVERSITY OF WYOMING
TUITION WAIVER**

Name of Employee _____ "W" # _____

Employee Status (Required only if waiver is for a UW spouse or a Qualifying Cooperating Agency employee.)

Full-Time _____ Part-Time _____

Email Address _____

_____ Spring Semester _____ Summer Semester _____ Fall Semester 20 _____
_____ On Campus _____ Outreach School

Indicate your eligibility:

University of Wyoming Employee Department _____

Spouse _____ "W" # _____

Qualifying Cooperating Agency _____

Completed forms can be emailed to hrbenofc@uwo.edu, or sent to Hill Hall 339.

The following must be completed for UW and Cooperating Agency Employees (not for spouses)

Enrollment in _____ Credit Hours Course Name: _____

Class Schedule: M _____ T _____ W _____ Th _____ F _____

Supervisor recommends approval of waiver? Yes No

If no, why?

Supervisor Signature _____

** Appointing Authority Approval _____

Signature

Printed Name

Applications must be approved by Human Resources and then submitted to Student Financial Services. **To ensure the student is not dropped for non-payment, the approved waiver must be received by Student Financial Services prior to the first day of the semester.** Waivers will not be posted to the student's account until after the add/drop period, and do not apply to charges such as computing or online fees.

UW Regulation 7-11 defines eligibility and benefits: https://www.uwo.edu/reg-policies/files/docs/regulations-2020/uw_reg_7-11_approved_12-9-20.pdf.

**List of appointing authorities for each department can be viewed at <https://www.uwo.edu/hr>.

To be completed by Human Resources: The University of Wyoming Human Resources Department has verified the above named applicant's eligibility according to [UW Regulation 7-11](#).

By _____ Date _____

For Accounts Receivable use only: Total Hours _____ Amount of Benefit \$ _____