Southeast Arkansas College

FULL-TIME Public Safety Employee Tuition Exemption Request

Completed form may be faxed to 870-859-6236 or emailed to personnel@seark.edu.

Semester Requested: (Circle One ONLY)

<table>
<thead>
<tr>
<th>Semester</th>
<th>Year</th>
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<tbody>
<tr>
<td>Fall</td>
<td></td>
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<tr>
<td>Spring</td>
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<tr>
<td>Summer</td>
<td>20</td>
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</tbody>
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Student Name: ___________________________ SEARK ID #: ____________

Student Email: __________________________ Telephone #: ____________

Agency where Employed: __________________________ ID/Badge #: ____________

Agency Job Title: __________________________

Public Safety Tuition Exemption Policy:

Upon admission to SEARK College, all FULL-TIME municipal and county public safety officers and firefighters within our six county service area may qualify for a tuition exemption for Southeast Arkansas College Credit courses. SEARK Service area includes the following counties: Jefferson, Cleveland, Desha, Drew, Grant and Lincoln.

Public Safety officers and firefighters include: city fire department, city police department, county sheriff’s office, and SEARK security; does not include officers of correctional institutions or other educational institutions police department employees or security officers.

Tuition exemption is based on the in-state tuition rate per credit hour. Required books and fees are not exemptible.

The last day to apply for admission is the last day to apply for tuition exemption.

A Request for Tuition Exemption form and documentation must be submitted to the Personnel office prior to registration each semester. The Tuition Exemption Request form requires the Administrative Head of the Public Safety Agency’s Signature to confirm FULL-TIME employment with the agency. Students receiving the Public Safety tuition exemption must maintain a 2.0 GPA to keep the tuition exemption. Students may appeal the individual loss of exemption (in person) to the Vice President of Student Services who may refer the appeal to committee.

Student Signature: ___________________________ Date: _________

Attach Current Transcript for Continuation of Exemption & Forward to SEARK Personnel Office.

Public Safety Agency Administrator’s Signature:
Note: Signature below verifies FULL-TIME employment with public safety agency listed above.

Public Safety Administrator Signature: ___________________________

Date: ___________ Email: ___________________________ Phone: ___________

Section I (SEARK Personnel Approval)
Verified and approved by:

Signature: ___________________________ Date: ___________

(Personnel or Business Office Employee)

Note: Tuition Exemption Requests are awarded subject to available funding and resources.

Approved by Executive Cabinet 1/7/2015