Office of Enrollment Services, 4000 Lancaster Drive NE, Building 2, Room 200,Salem, OR
Mailing Address: PO Box 14007, Salem, OR 97309-7070
Phone: 503.399.5001 Email: registrar@chemeketa.edu

Chemeketa Community College

65+ Tuition Waiver & Audit Request

The tuition waiver benefit will not apply unless registration is processed through this form.

1. *Eligibility requirements (ORS 341.518):*
   a. *Must be 65 years or older AND a Oregon resident as of the start of the term*
   b. *As of 2nd week of the course the instructor & department must verify space is available in the course*
   c. *Lower-division 100 or 200 level collegiate credit courses qualify for the waiver (see catalog)*
   d. *The tuition waiver can be used to cover a maximum cost of 8 credits per term*
   e. *The student is responsible for paying all course fees*
   f. *Forms are accepted no earlier than the 2nd week of the term and no later than the 4th week*
   g. ***Do NOT enroll in the course online via My Chemeketa;** that will disqualify you from receiving the waiver*
2. *About Audited Courses:*
   a. *Grades and credits are not granted at any time for audited courses*
   b. *Audited courses will not satisfy graduation, veteran's benefit, or financial aid requirements*
   c. *Auditing students participate in the course to the degree that they and the instructor agree upon*
3. *Steps to request a 65+ Tuition Waiver and Audit Request:*
   a. *If you are not already a Chemeketa student you must apply for admission: go.chemeketa.edu/apply*
   b. *Complete the form & obtain the required instructor and departmental approval via signatures or emails from the instructor and department*
   c. *Submit the completed form to Enrollment Services (registrar@chemeketa.edu) from your MyChemeketa account*

Student ID (K#): _____ Birthdate (MM/DD/YYYY): _____

Name: _____
Last, First, Middle

Address: _____
Street, City, State Zip

Phone Number with Area Code: _____ Email Address: _____

Term: _____
Term & Year (e.g. Fall 2015)

CRN (5 digits)	Course ID (e.g. MTH105)	Instructor Signature & date (*required*)	Department Signature & date (*required*)	OFFICE USE ONLY	
				Course Tuition (Waived if approved)	Course Fee (Amount Due from student)

PAYMENT OF FEES IS DUE WITHIN 10 DAYS OF REGISTRATION

I understand that any unpaid tuition and fees and other charges will be considered an educational loan between me and Chemeketa Community College that is non-dischargeable under Section 523(a)(8) of the US Bankruptcy Code. I further understand that if I fail to pay my account balance in full, late charges and any subsequent collection charges may be added to my account balance due. In case legal action is instituted to collect on my account, I agree to pay in addition to the costs and disbursements, provided by law, such additional sums as a court of law may determine as reasonable for attorney's fees and court costs. Oregon State law applies to any dispute over payment.

Student Signature_____ Date_____

Office Use Only

Registration Code: RO Grade Mode: X Processed by: _____ Date: _____ Fees Paid: Yes ☐ No ☐
Waiver Approved: Yes ☐ No ☐ Waiver Input by:_____ Date:_____

Chemeketa Community College is an equal opportunity/affirmative action employer and educational institution. To request this publication in an alternative format, please call 503.399.5192.