

College of Human Resources & Education

Student Meritorious Waiver Application

The College of Human Resources & Education uses tuition and fee waivers to recruit and retain high quality graduate students, meet enrollment goals, and enhance the academic reputation of West Virginia University. Student meritorious waivers are awarded on a competitive and limited basis. To be considered for a College of Human Resources & Education meritorious waiver, please complete the attached application and submit to the appropriate department by the priority date listed. **PLEASE COMPLETE ALL SECTIONS AND PROVIDE ALL NECESSARY DOCUMENTATION. INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

HR&E STUDENT MERITORIOUS WAIVER APPLICATION

SPRING 2010 (November 06, 2009 priority deadline): _____

Please provide a justification for this waiver request. Additional pages may be attached.

Please submit completed applications to your major Department for consideration. Questions concerning the application or the application process should be directed to your major Department (see list below).

College of Human Resources & Education Graduate Tuition Waiver Designee (department chair or designee)

DEPARTMENT	CONTACT	PHONE	EMAIL
Office of the Dean	Nancy Kennedy	304-293-7637	nancy.kennedy@mail.wvu.edu
Benedum Collaborative	Joan Gibson	304-293-6723	joan.gibson@mail.wvu.edu
HR&E Advising	Char Allen	304-293-3126	char.allen@mail.wvu.edu
Counseling	Vicki Railing	304-293 -2244	vicki.railing@mail.wvu.edu
C&I Literacy	Linda Massullo	304-293 -4327	linda.massullo@mail.wvu.edu
Educational Leadership	Cassandra Alleman	304-293 -5928	cassandra.alleman@mail.wvu.edu
Special Education	Wilma Phillips	304-293 -6908	wilma.phillips@mail.wvu.edu
Speech Path. & Audio.	Cheryl Ridgway	304-293 -2724	cheryl.ridgway@mail.wvu.edu
Technology, Lrn. & Cul.	Gail Martine	304-293 -2515	gail.martine@mail.wvu.edu
Intern. Ctr. for Dis. Info.	Gina Luci	304-293 -7186	gina.luci@mail.wvu.edu



Office of Graduate Education

Graduate Tuition Waiver Form (Merit)



To be completed by Student:

Name: _____ WVU Student ID: _____

Date: _____ Indicate by Checking: Resident Non-Resident

Contact Information: Phone _____ Email _____

Cumulative graduate GPA: _____ Advisor: _____

Major Code: _____ (reference WVU graduate application for listing of codes)

Date accepted into Program: _____ # of waiver hours requested: _____

Courses to be taken with waiver(s): _____

Are you currently an employee of West Virginia University? Yes or No

West Virginia University Employees please select: Faculty or Staff

Note: If WVU employee, please complete Campus and Departmental Activity codes (only) in section below.

To be completed by Graduate Tuition Waiver Designee (GTWD):

ADD **DELETE** **CHANGE** Date: _____

From: _____ hrs

Waiver ID						Effective Term					
						2	0	1	0	0	1
Campus Code	Departmental Activity		Waiver Type-see descriptions			year	Spring= 01, Fall= 08, Summer=05				

Number of Hours

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6 hrs is full-time for Summer, but students can still be charged up to 9 hrs. Departments should submit for 9 hrs if covering that number.

Fall & Spring -- 9 hours max per term for students and 6 hours max per term for benefits eligible faculty/staff.

Charging Information: Function Code

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please see function code list attachment

*Refer questions relating to this charging information to the WVU Student Accounts @ 304-293-4006

Approvals:	Name	Department	Email
Graduate Tuition Waiver Designee <i>Signature</i>			
WVU College Dean (or Designee)* <i>Signature</i>			
Office of Graduate Education & Life (Fellowships Only) <i>Signature</i>			
Supervisor (WVU Employees Only) <i>Signature</i>			

* Must be WVU College Dean associated with student's major code/program of study.