

Guide for Tuition Waiver for Students with Disabilities

HB 104 is effective October 1, 2011.

GENERAL INFORMATION FOR COLLEGE OF SOUTHERN MARYLAND STUDENTS

Any student receiving Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI) benefits is eligible to apply for this waiver. **You must** provide proof from the Social Security Administration (SSA) of receiving SSI or SSDI benefits.

The tuition waiver applies to tuition **after** any grants and scholarships you receive have been applied to your tuition and fees. You are responsible for **all** other costs associated with the courses, such as books.

http://mhec.maryland.gov/preparing/Pages/FinancialAid/ProgramDescriptions/prog_disabilities.aspx

Eligibility:

1. Any resident of Maryland who is out of the workforce because of a permanent disability as defined by the Social Security Act, the Railroad Retirement Act, or in the case of former federal employees, the Office of Personnel Management, and enrolls in a community college class that has at least 10 regularly enrolled students, may be eligible for a tuition waiver.
2. The waiver is available for enrolling up to 6 credits per semester without declaring a degree or certificate program. Any further credits, up to 12 credits per semester, a student must enroll in a degree program, or a certificate program that leads to employment. The waiver is also available for continuing education instruction designed to lead to employment, including life skills instruction.
3. Students applying for this waiver must also apply for financial aid (*further information below*).
4. Individuals receiving SSI or SSDI benefits as a dependent or survivor of a disabled beneficiary **do not qualify** for this waiver.

Student must:

1. Obtain a **Certification for Tuition Waiver Form** from the Financial Assistance office.
2. Take it to the Social Security Administration office that serves their area; or, if appropriate, to the Railroad Retirement Board or the federal agency from which you retired due to disability.
 - a. The Social Security Administration (or Railroad Retirement Board or former federal employer) will sign and certify that the individual is receiving SSI or SSDI payments and is permanently disabled.
3. The student must return the completed **Certification for Tuition Waiver** to:
The College of Southern Maryland Financial Assistance Department, PO Box 910, La Plata, MD 20646, or in person to any campus.
4. The **Certification for Tuition Waiver** is valid for **one** academic year (ex: Fall 2020, Spring 2021, Summer 2021).
5. The student must complete the Free Application for Federal Student Aid at <https://fafsa.ed.gov/> and have it submitted to the college financial aid office by (October 1 for Fall processing, April 1 for Spring processing, June 1 for Summer processing).
6. If the student enrolls in credit coursework that exceeds 6 credits per semester, a student must enroll in a degree program, or a certificate program that leads to employment.

Limitations:

1. Any awarded grants and scholarships will be applied first to pay the student's tuition. The waiver will only be applied if grants and scholarships do not cover the student's full semester tuition charge. This does not pertain to student loans or Federal Work Study funds.
2. The tuition waiver does not apply to fees.
3. Letter of recognition programs are not eligible for the waiver.
4. Students may have up to 12 credit hours covered by the waiver each semester.
5. Colleges reserve the right to discontinue the tuition waiver for a student enrolling in a course with less than 10 regularly enrolled students.



CERTIFICATION FOR TUITION WAIVER

Name: _____

Social Security Number: _____

Academic Year: **Fall 2021, Spring 2022, and Summer 2022**

I certify that the above-named individual is out of the work force as a result of a permanent disability and is receiving a social security disability benefit (SSDI) or supplemental security income (SSI) as defined by the Social Security Act, Railroad Retirement Act, or in the case of a former federal employee, from the federal retirement or pension authority (U.S. Office of Personnel Management).

Individuals receiving SSI or SSDI benefits as a dependent or survivor of a disabled beneficiary DO NOT qualify for this waiver.

Printed Name of Certifying Official

Place Office Stamp in Box

Signature of Certifying Official

Phone Number

Date

Student Signature
(Student signature authorizes the Social Security Administration to release information on the above named student and acknowledges that this form is valid for one academic year and must be renewed each academic year. In addition, the student acknowledges that he/she must apply for financial aid.)

Return this completed form to:

Financial Assistance Department
College of Southern Maryland
P.O. Box 910
La Plata, MD 20646

Fax: 301-934-7694
Email: Finaid@csmd.edu

