

Title: Tuition Waiver for Victims of Human Trafficking

Reference: Mandate: Chapter, 16-310, paragraph (b), Section 5 of the Education Article, Annotated Code of Maryland, as adopted by House Bill 847 to be effective July, 2015

- Initial Action:** 08/04/2015
- Board Agenda:** 15-040
- Last Revised:**
 - Policy:**
 - Procedure:** 03/05/2020
- Last Reviewed:** 03/05/2020
- Effective:** July 1, 2015
- Next Review:** 03/05/2023
- Responsibility:** Administrative Services

Policy:

In accordance with Annotated Code of Maryland, victims of Human Trafficking who reside in the State of Maryland shall receive a waiver for out-of-county tuition rates, upon receipt of approved application and residency status.

Procedure:

Eligibility: The Bursar will determine eligibility for the tuition waiver enrollment process as follows:

1. The student must officially enroll as a credit or non-credit student at Cecil College.
2. A waiver application will be filed and signed by the eligible student. Supporting documentation shall contain evidence as outlined below and will be submitted with the waiver to the Bursar for approval. Waivers will be kept on file for the current year plus one. Documentation **shall be kept confidential** and will become part of the student's permanent record filed with records and registration of Cecil College.
 - A. Evidence: Certified law enforcement, court, or other Federal, State, agency records or files; OR
 - B. Evidence: Documentation from a human trafficking prevention or assistance program; OR
 - C. Evidence: Documentation from a religious, medical, or other professional from whom the applicant has sought assistance or treatment as a victim of human trafficking.
3. Waiver of residency requirement-3 month residency requirement is waived for students with approved application.
4. Payment of Fees: For the purpose of calculating tuition rates: eligible students will be treated as in-county residents if place of residence is located within the State of Maryland. The adjusted tuition rate and all fees including, but not limited to, course fees and consolidated

fees are the responsibility of the student and must be paid or secured by approved method at the time of registration to assure a seat in the course.

5. Accounts Receivable Office will process a journal entry to the eligible student's account after the designated drop/add period, which will reflect the adjustment for tuition.