

## Important Information about Tuition Waivers:

Employee Records enters tuition waivers in the Bursar's Student Information System (Banner) as they are received. However, Banner requires two additional processing steps before the waiver credit is actually applied to your Bursar account.

- First, any waivers entered during the week are transferred to the Bursar system during the weekend process. This is only done once per week.
- Second, **waiver credits are not scheduled to post to your account until approximately 10 days before each semester begins.** It is only at this time that your accounts will reflect the waiver credit.

Your Bursar bill will not reflect the tuition waiver credit until after these processes are complete (even if you have submitted your waiver application and it has been entered in Banner).

Click on link below to get Waiver form site:

[Child of Public University Employee Tuition Waiver](#)