

See eligibility requirements on the reverse side; for more information visit www.montgomerycollege.edu/hb104. Bring this form to a Social Security Administration branch, the Railroad Retirement Board, or the U.S. Office of Personnel Management, as appropriate, for signature and stamp. Return completed form to the Office of Admissions and Records for processing by the first week of a winter or summer term or the third week of a fall or spring semester.

This form is valid for the current academic year, which begins in fall and ends at the conclusion of summer session II.

Use blue or black ink and print clearly. Term (circle one) Fall Winter Spring Summer I Summer II Year 20_____

Student Name _____

Student ID M- _____ Social Security Number (required) _____

Major/Curriculum Title _____ Curriculum Code _____

Social Security Administration Official

I certify that the above student is out of the workforce as a result of 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.

Name of Social Security/Federal Official _____ Phone _____

Signature _____ Date _____

Affix official address stamp of Social Security Office or Federal Agency here:

By signing this form, I authorize the Social Security Administration to release information about me; I acknowledge that this form is valid for one academic year and must be renewed each academic year; and I further acknowledge that I must apply for financial aid.

Student Signature _____ Date _____

Please see page 2 of this form for very important instructions about eligibility and limitations.

-If you drop a class before the end of the third week of the semester, (or the first week of either summer session) it will not be included in the Disability Tuition Waiver. You will owe the tuition and the fees for that class.

-In accordance with the Maryland General Assembly guideline, Montgomery College will discontinue the tuition waiver if you enroll in a course with less than 10 regularly enrolled students.

Office Use Only (Initial/Date)	<input type="checkbox"/> Ask FAFSA? <input type="checkbox"/> SSN on file <input type="checkbox"/> No Hold
ES 04/03/13	<input type="checkbox"/> Major updated (if applicable) <input type="checkbox"/> Disability Waiver

HB 104 (http://mlis.state.md.us/2011rs/chapters_noln/Ch_576_hb0104T.pdf), enacted by the 2011 Maryland General Assembly, redefines the tuition waiver for students with disabilities as those out of the workforce by reason of total and permanent disability and entering community colleges. HB 104 supersedes previous legislation and proposes significant changes to Section 16-106c of the Education Article, Annotated Code of Maryland.

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 in up to 6 credits per semester without declaring a degree or certificate program. Any further credits, up to 12 credits per semester, will require you to enroll in a degree program, or a certificate program that leads to employment. **Letter of Recognition and non-credit courses are not eligible for the waiver.**
3. You are required to apply for financial aid to receive this waiver. (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.

The Student Will:

1. Complete the Free Application for Federal Student Aid at www.fafsa.gov and submit it to the Office of Financial Aid by **May 15** for fall courses, **November 1** for spring courses, or **April 1** for summer courses.
2. Obtain a Certification for Tuition Waiver form from www.montgomerycollege.edu/studentforms.
3. Take the form to the Social Security Administration office that serves your area, or, if appropriate, to the Railroad Retirement Board or the federal agency from which you retired due to disability to have your form signed and certified that you are receiving SSI or SSDI payments and are permanently disabled.
4. Return the completed Certification for Tuition Waiver form to the Office of Admissions and Records **by the third week of the fall or spring semester, or the first week of the summer or winter term.** Your form should include a program of study/major and curriculum code for a degree program or a certificate program if you plan to enroll in more than 6 credits per semester. You will find the complete list of majors for degrees and certificates at: www.montgomerycollege.edu/majorsA-Z.
5. Alert the Office of Admissions and Records when you have registered in subsequent terms during an academic year. The Certification for Tuition Waiver form is valid for one academic year, which begins with the fall semester and ends at the conclusion of summer session II.

Adjustments to your account will be made approximately halfway through the semester or term in which you are registered or after your financial aid is awarded if you are a late applicant.

Limitations:

- **All awarded grants and scholarships will be applied first to pay your tuition. The waiver will only be applied if grants and scholarships do not cover your full semester tuition charge. This does not pertain to student loans or Federal Work Study funds.**
- The tuition waiver does not apply to fees.
- You may have up to 12 credit hours covered by the waiver each semester. (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, will require you to enroll in a degree program, or a certificate program that leads to employment. Letter of Recognition is not eligible for the waiver.)
- If you drop a class before the end of the third week of the semester, (or the first week of either summer session) it will not be included in the Disability Tuition Waiver. You will owe the tuition and the fees for that class.
- In accordance with the Maryland General Assembly guideline, Montgomery College will discontinue the tuition waiver if you enroll in a course with less than 10 regularly enrolled students.