

JOHNSON COUNTY COMMUNITY COLLEGE APPLICATION FOR TUITION ASSISTANCE JCCC CLASSES FOR RETIREES

Return this form to Human Resources-Benefits, GEB 274 or hrbenefits@jccc.edu.

1. To be eligible for tuition assistance, the student must be a retiree of the college on the student’s first day of the class or a dependent of a JCCC retiree.
2. An eligible retiree is defined as an individual who retired from Johnson County Community College and met the full benefit eligibility requirements through the Kansas Public Employees Retirement System

(KPERS) with a minimum of ten (10) years of full-time service at the college when they retired. An eligible dependent for purposes of this benefit is defined as: 1) a spouse, or 2) a dependent child as provided under Section 132(h) of the Internal Revenue Code (generally, a child who received over half their support for the calendar year from the retiree).

1. An eligible retiree and each of their eligible dependents can receive tuition assistance equivalent to up to 3 credit hours each semester. Any tuition amount in excess of 3 credit hours will be the responsibility of the student.
2. The amount an employee and their eligible dependents can receive in tuition assistance is limited to tuition and fees for credit courses.
3. Completed paperwork must be received in the Office of Human Resources-Benefits (GEB 274) no later than one week prior to the semester's deadline for tuition payment.
4. Any tuition assistance provision not specifically addressed in these guidelines shall be administered according to the “Tuition/Educational Assistance” procedure.

Student must be enrolled prior to submitting this application.

Retiree Name: JCCC ID# Retiree Email Address:

Student Name: JCCC ID# (if different from above)

Year of Enrollment: Semester of Enrollment: Fall ☐ Winter ☐ Spring ☐ Summer ☐

Total Number of Credit Hours Enrolled:

* + I certify that I meet the requirements under Section 132(h) of the Internal Revenue Code.

*Retiree Signature Date*

**FOR OFFICE USE ONLY:**

Human Resources

Verified By Date