

ADMINISTRATIVE MEMORANDUM

SUBJECT Regulations Governing Waiver of Tuition for
Certain Faculty and Staff of the Constituent
Institutions of The University of North Carolina

NUMBER 61

DATE May 21, 1976

G. S. 116-143, as amended, authorized the Board of Governors of The University of North Carolina in its discretion to provide regulations whereby statutorily described faculty and staff within The University may enjoy waiver of tuition for coursework as permitted by G. S. 116-143. On May 14, 1976, the Board of Governors acted to define the basic limits of the tuition waiver privilege and to authorize the President to issue such additional rules and regulations as he may deem required or useful for uniform application throughout The University of the tuition waiver privilege. Accordingly, I am hereby issuing these Regulations, effective as of May 14, 1976. Questions concerning these Regulations may be addressed to Mr. David Edwards of this office.

1. With respect to the provisions of G. S. 116-143 the following terms are defined thus:
 - a. "Tuition" shall mean the "tuition and academic fee" as defined by action of the Board of Governors on February 9, 1973. "Tuition" shall not be meant to include "application fee," "general fee," "fees and charges related to liquidation of indebtedness," "special fees," or "miscellaneous service charges" as those terms were defined by action of the Board of Governors on February 9, 1973. (See Minutes of the Board of Governors Meeting, February 9, 1973, Attachment C.)
 - b. "Full-time faculty member" and "full-time staff member" shall mean a person whose aggregate of employment obligations within The University of North Carolina renders him or her eligible for membership in the Retirement System for Teachers and State Employees of North Carolina (TSERS) or would render him or her eligible for such membership but for having elected to participate in (1) an optional retirement program provided for in G. S. 135-5.1 or (2) the Law-Enforcement Officers' Benefit and Retirement Fund established under G. S. 143-166.

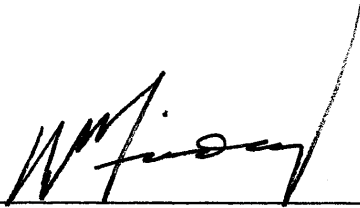
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- c. "Respective institution" shall mean that constituent institution of The University of North Carolina which is the employer and compensator of record of the pertinent faculty or staff member; provided, that if the faculty or staff member performs all his or her full-time services at or for a single constituent institution other than the one which is his or her employer and compensator of record, then "respective institution" shall mean that constituent institution other than the employer and compensator of record, at which or for which all such full-time services are performed.
 - d. "Period of normal employment" shall mean that portion of the calendar year during which employment services are to be rendered, pursuant to an oral or written contract, by the pertinent faculty or staff member at or for the respective institution. (The period of normal employment may or may not be coextensive with the contractual period for payment for employment services.)
 - e. "Normal employment obligations" shall mean those services that the pertinent faculty or staff member is obligated by written or oral contract to perform during his or her period of normal employment at or for the respective institution.
- 2. Conferral of the privilege of waiver of tuition as provided by G. S. 116-143 shall be preceded by the administrative determination by the Chancellor of the respective institution or his delegate (1) that the faculty or staff member is eligible for admission to the course in question and (2) that enrollment in the pertinent course will not interfere with or conflict with the satisfactory performance of normal employment obligations by the relevant faculty or staff member.
 - 3. Waiver of tuition as provided under G. S. 116-143 shall be limited for a given faculty or staff member to one course per academic term.
 - 4. Each faculty or staff member seeking tuition waiver pursuant to G. S. 116-143 shall furnish the respective institution a written statement showing, above the applicant's signature, at least the following: name of applicant; position with regard to the respective institution; faculty rank and/or title; intended course title, number, credit hours, and contact hours; and level of course (graduate, undergraduate, special, etc.). This information shall be furnished in such manner, time, and place as the Chancellor, or his delegate, of the respective institution may require; provided, that the faculty or staff member's application for and institutional approval of tuition waiver pursuant to G. S. 116-143

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shall both be accomplished before commencement of the course for which tuition waiver is to apply. The Chancellor of the respective institution or his delegate shall sign the paper supplying the required information if approval of tuition waiver is to be granted by the respective institution for the pertinent course.

5. Any faculty or staff member who, before the promulgation of these regulations, had enrolled in a course at a constituent institution of The University of North Carolina in good faith reliance on assurance of the enrolling institution that tuition would be waived for that course, shall be permitted to complete that course free of tuition.
6. All policies and regulations concerning the waiver of tuition for faculty and staff pursuant to G. S. 116-143 that have been promulgated by any Board of Trustees of a constituent institution of The University of North Carolina or by any predecessor to any such Board of Trustees or to the Board of Governors of The University of North Carolina are superseded by these regulations.



William Friday

Attachments

RESOLUTION

WHEREAS G. S. 116-143, as amended, authorizes the Board of Governors, in its discretion, to provide regulations whereby statutorily described faculty and staff within The University of North Carolina may take courses tuition-free under statutorily specified conditions,

NOW, THEREFORE, the Board of Governors hereby:

1. Authorizes application of the tuition-waiver provision of G. S. 116-143 to not more than one course per academic term for a faculty or staff member eligible to exercise the statutory privilege;
2. Authorizes the President to issue such additional rules and regulations as he may deem required or useful for uniform application throughout The University of the tuition-waiver privilege.
3. Authorizes any faculty or staff member who, before the promulgation of these regulations, had enrolled in a course at a constituent institution of The University of North Carolina in good faith reliance on assurance of the enrolling institution that tuition would be waived for that course, to complete that course free of tuition.
4. Supersedes all policies and regulations concerning the waiver of tuition for faculty and staff pursuant to G. S. 116-143 that had been promulgated by any Board of Trustees of a constituent institution of The University of North Carolina or by any predecessor to any such Board of Trustees or to the Board of Governors of The University of North Carolina.

§ 116-143. State-supported institutions of higher education required to charge tuition and fees.--

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Notwithstanding the above provision relating to the abolition of free tuition, the Board of Governors of the University of North Carolina may, in its discretion, provide regulations under which a full-time faculty member of the rank of full-time instructor or above, and any full-time staff member, may during the period of normal employment enroll for courses in their respective institutions free of charge for tuition, provided, such enrollment does not interfere with normal employment obligations.