

**CCM Employee Tuition Waiver Benefits** are available to all employees who have successfully completed their probationary period and are covered under a bargaining unit; full time management; confidential support staff and part-time employees. Eligibility varies according to contracts or college policy. In most cases this benefit extends to an employee's spouse and dependent child(ren). Refer to your respective contract or human resources for details. This benefit will only waive tuition charges. In order to have tuition charges waived, a CCM Tuition Waiver form must be completed and required signatures must be obtained **prior to payment of fees.** The completed form must accompany payment of respective fees to the Bursar Office by the designated payment due date. Employees, their spouses and eligible children are not exempt from late payment fees, deletion of classes and/or service fees.