



BASE REALIGNMENT and CLOSURE (BRAC) CERTIFICATION FORM Out-of-County or Out-of-County Tuition Fee Waiver

Eligibility for BRAC Waiver

In accordance with Maryland House Bill 923, the Board of Trustees of Howard Community College has authorized waiving the out-of-county or out-of-state tuition fee. This waiver is intended for those employees and their dependent family members relocating to the State of Maryland as part of the United States Department of Defense Base Realignment and Closure (BRAC). Please note: The waiver covers the differential between the out of county or the out of state cost of tuition and the in-county costs. Students who move from out of state or out of county due to BRAC are entitled to pay in-county tuition as appropriate depending upon the Maryland county where they reside upon moving, (For example, a student enrolling at HCC after moving from Wisconsin to Baltimore County due to BRAC is entitled to pay HCC's out of county fee; a student moving from Wisconsin to Howard County would be entitled to pay HCC's in-county fee.) In accordance with Maryland House Bill 923, any student attending the college who receives a BRAC tuition fee waiver under authorization of this resolution shall be included as an in-state resident for state aid to the college in accordance with Maryland House Bill 923.

The BRAC eligibility process is:

1. Enroll as a credit or approved non-credit student at Howard Community College.
2. Complete, and sign a copy of this waiver application for yourself and one each appropriate family member (i.e., spouse; dependent children).
3. Obtain and attach a company letter confirming this relocation is BRAC-related.
4. Submit this form(s) and a letter(s) on company letterhead or official company form signed by the appropriate company official to Howard Community College's Office of Admissions and Advising or Office of Records and Registration. A separate form and letter must be submitted for each family member impacted (i.e., self, spouse, dependent child enrolling at the college).

Please print or type.

Student Name: _____ Date: _____

Student ID _____ or SSN# _____

_____ I am eligible for a BRAC in-state/in-county tuition waiver

_____ I am eligible for a BRAC in-state/out-of-county tuition waiver.

I will officially inform Howard Community College's Offices of Admissions and Advising or Office of Records and Registration of any change in my residency or employment situation as they impact this waiver. I attest that the information provided here is accurate and understand that the provision of inaccurate information is subject to HCC Student Code of Conduct proceedings as well as penalty of perjury.

Signature _____

<u>Admissions/Advising Office Use Only:</u>	
<p>Name of Employee: _____</p> <p>Date: _____</p> <p>Action:</p> <p>_____ Approved _____ Not Approved</p>	<div style="text-align: center;"> <input type="checkbox"/> Entered APPN: Date: _____ Initials: _____ </div> <div style="text-align: center; margin-top: 20px;"> <input type="checkbox"/> <u>Entered Image Now</u> </div>