



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

Thomas A. Stith, III
President

MEMORANDUM

TO: Senior Continuing Education Administrators
HRD Directors/Coordinators

FROM: Nate Humphrey
Associate Vice President, Workforce and Continuing Education Programs

RE: 2021 HRD Tuition and Fee Waiver Guidelines

DATE: February 24, 2021

Per N.C. General Statutes (G.S. 115D-5(b)(13)), individuals enrolling in courses offered through the Human Resources Development (HRD) Program may be granted a waiver of registration fees if they meet one of four criteria:

- i. Are unemployed;
- ii. Have received notification of pending layoff;
- iii. Are working and are eligible for the federal earned income tax credit;
- iv. Are working and earning wages at or below two hundred percent (200%) of the federal poverty guidelines.

Federal Earned Income Tax Credit

<https://www.irs.gov/credits-deductions/individuals/earned-income-tax-credit/earned-income-tax-credit-income-limits-and-maximum-credit-amounts>

Federal Poverty Guidelines

HOUSEHOLD/ FAMILY SIZE	200% OF 2021 ANNUAL
1	\$ 25,760
2	\$ 34,840
3	\$ 43,920
4	\$ 53,000
5	\$ 62,080

<https://aspe.hhs.gov/poverty-guidelines>

<https://aspe.hhs.gov/system/files/aspe-files/107166/2021-percentage-poverty-tool.xlsx>

Use these guidelines for determining an individual's eligibility for the HRD Tuition and Fee Waiver. Additionally, the policy states that students for whom registration fees are waived must sign a statement on an official college document verifying that they meet one of the criteria.

Please note that students must sign a waiver for each course they are enrolled in and seeking waiver eligibility.

If you have any questions, please contact me at humphreyn@nccommunitycolleges.edu or call 919-807-7159.

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Email