



**APPLICATION FOR WAIVER OF TUITION FEES**  
**DEPENDENTS OF OPSEU AND EXEMPT STAFF**

TERMS OF POLICY

Rebates and Waivers of Tuition Fees will be provided subject to the terms and instructions outlined on the reverse side of this form. Waiver of Tuition Fees for dependents will only be in effect while the applicant is in the employ of the University. The employee/applicant must be actively employed by Trent University at the start date of the course for the waiver to be valid. Eligible dependents will be subject to the policies and regulations as stated in the academic calendar.

EMPLOYEE/APPLICANT'S INFORMATION

Name \_\_\_\_\_  
Department \_\_\_\_\_  
Employee Number \_\_\_\_\_  
Employee's E-Mail \_\_\_\_\_

DEPENDENT'S INFORMATION

Name \_\_\_\_\_  
Student Number \_\_\_\_\_  
Date of Birth (if son/daughter) \_\_\_\_\_  
Relationship to Employee \_\_\_\_\_  
OSAP Recipient  Yes  No

CREDIT COURSES – Registration Information  
(Undergraduate Trent courses only)

Year \_\_\_\_\_  Full-Time  Part-Time  
Term:  Fall-Winter  Fall  Winter  Summer  
No. of courses Requested \_\_\_\_\_  
Course Code(s) \_\_\_\_\_  
Course Name(s) \_\_\_\_\_  
\_\_\_\_\_

APPLICANT (Employee) \_\_\_\_\_ Date \_\_\_\_\_  
(Signature to certify the information above is true)

HUMAN RESOURCES DEPARTMENT \_\_\_\_\_ Date \_\_\_\_\_  
(Signature to certify that the dependent is eligible for a tuition waiver benefit for the courses above)

**ONLY APPLICANTS NOT APPROVED WILL BE CONTACTED**

C.c. Personnel File

**DEPENDENT'S TUITION WAIVER**

(Article 19.5 of OPSEU Agreement)

**DEPENDENTS** of a staff member who holds a regular or recurring appointment, enrolled in courses at Trent University, shall have their normal undergraduate academic fees waived for the duration of this Agreement. Ancillary fees are not waived. Admission and progression standards for such students shall be those applicable to other students.

**DEFINITIONS OF DEPENDENCY**

(Article 19.6 of OPSEU Agreement)

Dependency shall be considered to apply to anyone living in the family relationship of husband and wife (including common law) or parent and child.

**Spouses:** In any given academic year, tuition will be waived for one spouse only for each member of the bargaining unit.

**Children:** The applicable definition of children shall include adopted children, foster children, and married children, subject only to the condition that the children in question be twenty-five (25) years of age or under.