

# MANUAL OF POLICY

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**POLICY NUMBER:** I-31 **PAGE** 1 of 1

**POLICY TITLE:** State Employee Tuition Waiver Program

**LEGAL AUTHORITY:** FLORIDA STATUTES SECTION 1009.265


**DATE OF LAST REVIEW:** 6/21/200, 6/19/2007 and 7/21/2009

**DATE OF BOARD ACTION:** 1/21/2003 and 7/21/2009

This policy is adopted to define the term “space available basis” for implementation of the State Employee Tuition Waiver Program as set forth in Florida Statute 1009.265.

Effective Spring Term 2003, “space available basis” as it relates to the State Employee Tuition Waiver Program shall be defined as the period from the day classes begin through the last day of the 100 percent refund period for the relevant session, for a maximum six credit hours per term.

Specific steps for implementing the State Tuition Wavier Program are found in the Technical Manual of Procedures, No. 351415 – Florida State Employee Tuition Waiver Program.

	7/21/09
<b>CHAIRMAN</b>	<b>DATE</b>