

State of Tennessee Employee Fee Waiver Policy & Procedures

Full-time employees of the State Tennessee are eligible to enroll in one 4 credit hours or less course per term, not to exceed 4 courses per academic year, with tuition (maintenance) & most fees waived on a space available basis. Courses cannot overlap. Fees not included are the Program Services Fee, lab fees, specialty fees, or cost of books.

Eligibility

- All full-time employees of the State of Tennessee executive, judicial or legislative branches and members of the General Assembly are eligible after six-months of continuous service as a full-time employee. Employees of Human Resource Agencies, First Tennessee Development District, City/County, School Systems, and Board of Education employees are not considered state employees for the purpose of this discount.
- The status of the employee on the first published day of classes each semester determines eligibility for the entire semester.
- Employees are not eligible for fee waivers at more than one institution per term.

Links for forms and more information on policy and procedures are provided below. They're available on the Tennessee Higher Education Commission's website.

- [Fee Waiver Form for State Employees](#) (PDF File)
- [Fee Waiver Rules for State Employees](#) (PDF File)