



Human Resources Development (HRD) Registration Profile and Fee Waiver Verification Form

The State Board of Community Colleges grants permission to waive tuition and fees for enrollment in classes coded in the MCL as Human Resources Development (HRD) if the individual meets any of the criteria below. To receive this waiver, an individual must verify that he or she meets at least one of the criteria by completing and signing this form. Individuals not signing this form must pay the applicable fee to register for the course.

(FIRST)		(MIDDLE)		(LAST)		(MAIDEN)										
Mailing Address			City		State	Zip Code	County									
Date of Birth (Month/Day/Year)		Male Female		Race: Leave section blank if you choose not to disclose this information												
				White	Black	Indian	Hispanic Asian Other									
Phone	E-mail			Circle Highest Education Completed												
				0	1	2	3	4	5	6	7	8	9	10	11	12
Name of HRD Course				High School Equivalency				GED®								
				College	1	2	3	4	Masters or above							
Course Begin Date		Course End Date		Course #				Registration Fee:								

Tuition and Fee Waiver – Verification Statement

I qualify for a tuition and fee waiver under the following criteria:

- 1) I am currently unemployed
- 2) I have received notification of a pending layoff. Company Name and Location: _____
- 3) I am working and eligible for the Federal Earned Income Tax Credit Number of Dependents: _____ **See Page 2**
- 4) I am working and earn wages at or below 200% of the Federal Poverty Guidelines. **See Page 2**

I hereby verify that all information given by me as written on this HRD Registration, Profile, & Fee Waiver Verification is complete and accurate to the best of my knowledge. If you do not meet the Fee Waiver requirements you are responsible for the cost of the course.

Signature: _____

Date: _____

By signing this form, student agrees the information above is true and accurate and the legal residence given for tuition purposes is as shown. Student agrees to abide by the HCC Policies and Procedures and the Student Code of Conduct. Unprofessional behavior can place student's participation in jeopardy and will be viewed as grounds for dismissal. A complete guide to conduct can be viewed here: http://www.haywood.edu/policies_and_procedures/policy/6/7

Completed registration forms should be:
 Completed in person at Haywood Community College
 Faxed: (828) 627-8396
 Mailed: ATTN: Student Services
 Haywood Community College
 185 Freedlander Drive
 Clyde, NC 28721
 For further assistance please call (828) 627-4669

Earned Income and AGI Limits

The tax year 2019 Earned income and adjusted gross income (AGI) must each be less than:

If filing... Qualifying Children Claimed

	Zero	One	Two	Three or more
Single, Head of Household or Widowed	\$15,570	\$41,094	\$46,703	\$50,162
Married Filing Jointly	\$21,370	\$46,884	\$52,493	\$55,952

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

2019 Poverty Guidelines for the 48 Contiguous States and the District of Columbia

Persons in family/household	Poverty guideline
1	\$12,490
2	16,910
3	21,330
4	25,750
5	30,170
6	34,590
7	39,010
8	43,430

9 Poverty Guidelines for the 48 Contiguous States and the District of Columbia

For families/households with more than 8 persons, add \$4,420 for each additional person.

<https://www.federalregister.gov/d/2019-00621/p-15>