

NUMBER: FINA 4.03 (Formerly BUSF 4.03)
SECTION: Administration and Finance
SUBJECT: Free Tuition and Reduction of Fees
DATE: November 1, 2006
REVISED: April 14, 2016
Policy for: All Campuses
Procedure for: All Campuses
Authorized by: Vice President for Finance and Chief Financial Officer
Issued by: University Finance – Bursar’s Office

I. Policy

Free tuition or a reduction of tuition and/or fees will be applied to student accounts in accordance to the requirements of the SC Code of Laws Title 59 Section 111, Section 112, regulations set forth by the SC Commission on Higher Education and approved tuition rates by the USC Board of Trustees.

II. Procedure

- A. Request for free tuition or a reduction of fees must be submitted during the academic year in which the tuition or fees are incurred.
- B. The academic year consists of Fall, Spring and Summer terms, respectively.
- C. Additional application may be required for approval or to qualify as described in the procedures. It is the responsibility of the student to apply for the free or reduced tuition and fees.
- D. A refund may be requested during the academic year pursuant to University Policy FINA 4.06
- E. Students eligible for free or reduced tuition and/or fees for the preceding semester will be awarded the free or reduced tuition and fees for the following semester as long as the student maintains all other eligibility requirements.

III. Free or Reduced Tuition and/or Fees Awards:

- A. Free Tuition will be awarded to students who qualify for the following:

1. Scholarship for winner of Essay Contest sponsored by Governor's Committee on Employment of Physically Handicapped.
 - a) The four-year scholarship shall be granted by the governing body of the particular institution upon certification by the Governor's Committee on Employment of Physically Handicapped. The scholarship shall provide free tuition and fees, and may be cancelled if a recipient does not maintain general scholastic and conduct standards established by the institution.
 2. Children of wartime veterans
 - a) The undergraduate scholarship shall provide free tuition and shall continue so long as the student's work and conduct is satisfactory to the governing body of the institution.
 - b) Certain residency and age requirements apply
 3. Children of firemen, law enforcement officers and government employees totally disabled or killed in the line of duty.
 - a) The four-year undergraduate scholarship shall provide for free tuition and shall be granted by the governing body of the institution
 4. Persons sixty years of age who are residents of South Carolina
 - a) May attend classes for credit or noncredit purposes on a space available basis without requiring payment of tuition if meeting admission requirements and other standards as long as the person does not receive compensation as a full-time employee.
 - b) Residency and other requirements apply.
- B. Reduced tuition will be awarded to students who qualify for the following:
1. Military personnel and their dependents
 - a) During the period of assignment to duty in South Carolina, members of the armed services of the United States stationed in South Carolina and their dependents are considered eligible for in-state tuition rates.
 - b) A veteran who is receiving educational assistance under Chapter 30 and Chapter 33, Title 38 are entitled to pay in-state tuition and fees regardless of length of time residing in the state.
 2. Sister State Agreements approved by the Board of Trustees
 - a) Qualified students may be charged tuition at the in-state rate.
 3. Student Exchange Programs
 - a) Qualified students may be charged tuition at the in-state rate.
 4. Reciprocal In-state Agreement for students from certain counties in Georgia for USC Aiken and USC Beaufort campuses only.
 - a) Qualified students will be charged tuition at the in-state rate whose legal residence is in Richmond/Columbia County of Georgia and attending USC Aiken
 - b) Qualified students will be charged tuition at the in-state rate whose legal residence is in Chatham-Effingham or Bryan County of Georgia and attending USC Beaufort

5. Certain participants of the SC Tuition Prepayment Program (SCTPP)
 - a) Qualified students will be eligible to pay in-state tuition rates if they were residents at the time of the SCTPP plan purchase.
6. Certain sponsored international students awarded departmental scholarships by the Office of the Provost.
 - a) Qualified sponsored international students may be awarded and/or retain scholarship awards along with the departmental scholarship tuition reduction benefits based on criteria established by the sponsoring country in conjunction with the Office of the Provost.
7. Tuition assistance for permanent faculty and staff (See Tuition Assistance Policy HR 1.61)
 - a) Scholarship, free tuition and other financial assistance for trustee or member of the immediate family is prohibited by state law unless it is obtained based on the criteria applicable to all persons eligible for scholarship, free tuition or other financial assistance.

IV. Definitions:

1. Classes for Credit and Noncredit: regularly scheduled classes, including those offered through distance education, in which an adequate number of students not eligible for the over sixty waivers are enrolled. An adequate number of students for the purpose of this provision, shall be consistent with institutional policy.
2. Space available basis: the upper limit of class capacity, both physical and academic, as defined by institutional policy.
3. Wartime Veteran: a veteran who served honorably in a branch of the military service of the United States during a war period, as those periods are defined by Section 101 of Title 30 of the United States Code and:
 - a) *was killed in action*
 - b) *died from other causes while in the service*
 - c) *died of disease or disability resulting from service*
 - d) *was a prisoner of war as defined by congress or Presidential proclamation during such war period*
 - e) *is permanently and totally disabled, as determined by the Veterans Administration from any cause*
 - f) *has been awarded the congressional Medal of Honor*
 - g) *is missing in action*
 - h) *the applicant is the child of a deceased veteran who qualified under (e) or (f) above*
 - i) *has been awarded the Purple Heart for wounds received in combat*

4. Fireman: Any person performing general fire-fighting duties who is either employed by an official State, municipal or county fire department in this state, or is a member of any organized volunteer fire department within this state, whose name has been entered on an official roster of such volunteer organization prior to the time such person is totally disabled or killed in the line of duty
5. Law enforcement officer: (1) a person performing law enforcement duties at the request of and under the supervision of an official state, municipal, or county law enforcement agency in South Carolina when the person is totally disabled killed th the line of duty or (2) a person performing law enforcement duties at the request of and under the supervision of a federal agency when the person is totally disabled or killed in the line of duty if he has been a resident of South Carolina for at least eighteen years. Item 2 applies whether or not the law enforcement officer was disabled or killed in South Carolina or another state.
6. Corrections officer: any person who performs duties of security, control, or discipline over inmates at the request of and under the supervision of any official State, municipal, or county correctional institution and who was performing such duties at the time of his death or total disability.
7. Government employee: a person who is required to participate in the state retirement system.
8. State supported college or university: any two-year or four-year college or university supported by the State of South Carolina, including colleges or universities offering post graduate or professional courses of study
9. Total disability: the physical inability to perform work in any gainful occupation, which disability directly results from any injury received in the line of duty.
10. Tuition: the amount charged for registering for a credit hour of instruction and shall not be construed to mean any other fees, or charges or costs of textbooks.

III. Related Policies

University Policy BUSF 4.06 Refund of Academic Fees

Reason for Revision:

Policy revision necessary due to changes in the law, OneCarolina project, departmental name change and departmental reorganization