Continuing Education and Workforce Development

**DRIVER EDUCATION**

Tuition Assistance Information Packet

Call 410-334-2815 for more information
Driver Education
Tuition Assistance for Eligible Students

Wor-Wic Community College offers the “36 Hour MVA Driver Education Course” at a reduced tuition rate for eligible students. Application instructions and criteria for eligibility are noted below. Award of financial assistance is contingent upon the availability of funds and space available in the course.

Eligibility

1. Student must be a legal resident of Wicomico, Worcester or Somerset County.
2. Student must be 16 years of age or older at time of registration.
3. Student must demonstrate financial need:
   • For students under 21 years of age at time of registration, please submit the most recent, signed Federal Income Tax Return for yourself and your parents (or the person who carries you as a dependent on their current Federal Income Tax Return).
   • For students 21 years of age and older at time of registration, please submit your most recent, signed Federal Income Tax Return.
   • For students, parents and/or guardians who did not file taxes for the current federal income tax year, a letter of non-filing from the Internal Revenue Service is required.

Expectations of Students Receiving Reduced Tuition

1. Pay any portion of the tuition and fees not covered by tuition assistance at the time of registration. (Note: Due to limited tuition assistance funds, students who are awarded assistance are required to register for a driver education course within 30 days of tuition assistance approval).
2. Attend and participate in all classroom sessions and complete the required 6-hours behind the wheel with qualified instructor.

Regulations

1. Tuition assistance is limited to first-time students in the Driver Education program.
2. Tuition assistance is limited to up $250 per student.
3. Students must not have an outstanding financial balance at Wor-Wic Community College.

Application Instructions

1. Complete the attached Application for Tuition Assistance.
2. Send completed application with required financial documentation to:

Denean Jones-Ward
Continuing Education and Workforce Development Division
Wor-Wic Community College, FOH 102
32000 Campus Drive
Salisbury, MD 21804
3. College must receive completed application at least 2 weeks prior to the start date of the course (see chart below).
4. Student will be contacted in writing as soon as college personnel make a decision regarding tuition assistance.

**Tuition Assistance Deadlines**

### SPRING/SUMMER 2017

<table>
<thead>
<tr>
<th>Course #</th>
<th>Dates</th>
<th>Time</th>
<th>Tuition Assistance Deadline</th>
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</thead>
<tbody>
<tr>
<td>ZDRV-001-0010</td>
<td>M-Fri., 08/21/17 – 09/01/17</td>
<td>5:30 p.m. – 8:45 p.m.</td>
<td>08/07/17</td>
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### FALL 2017

<table>
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<tr>
<th>Course #</th>
<th>Dates</th>
<th>Time</th>
<th>Tuition Assistance Deadline</th>
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<tbody>
<tr>
<td>ZDRV-001-0162</td>
<td>M-Fri., 09/18/17 – 09/29/17</td>
<td>5:30 p.m. – 8:45 p.m.</td>
<td>09/04/17</td>
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<td>ZDRV-001-0164</td>
<td>M-Fri., 10/02/17 – 10/13/17</td>
<td>5:30 p.m. – 8:45 p.m.</td>
<td>09/18/17</td>
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<td>ZDRV-001-0165</td>
<td>M-Fri., 10/23/17 – 11/03/17</td>
<td>5:30 p.m. – 8:45 p.m.</td>
<td>10/09/17</td>
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<td>ZDRV-001-0166</td>
<td>M-Fri., 11/06/17 – 11/17/17</td>
<td>5:30 p.m. – 8:45 p.m.</td>
<td>10/23/17</td>
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<td>ZDRV-001-0191</td>
<td>M-Fri., 12/04/17 – 12/15/17</td>
<td>5:30 p.m. – 8:45 p.m.</td>
<td>11/20/17</td>
</tr>
</tbody>
</table>
Today’s Date: ______________________  Desired Course #: __ZDRV 001____________________

Student Name: ______________________________________________________
               (Last)                     (Middle)                     (First)

Home Address: _______________________________________________________
               (Number)    (Street)     (City)     (State)     (Zip)

Phone: __________________________________________________________________
       (Home)                     (Cell)                     (Other)

Email Address: _________________________________________________________

Social Security Number: ________________________  Date of Birth: ________________

Parent/Guardian Name(s): ______________________________________________
Please attach a copy of your most recent financial documentation as noted on page 1 of the Tuition Assistance
Information packet. (Do not bring or send originals for duplication.) This form must be submitted with all
financial documentation attached at least 2 weeks prior to the course begin date. Missing documents or
incomplete forms may delay your application or disqualify you from receiving assistance.

I certify that the information provided in this application is accurate and that I am not eligible to receive a
Wor-Wic employee tuition waiver as outlined in the college’s Policies and Procedures Manual.

______________________________________________________________  ________________________
Student Signature                                          Date

Approved:  ___Yes           ___No    $___________ Amount of Assistance

Course # __ZDRV 001____________________

Reviewed By: __________________________________________________      Date: _____________