



Red Lake Nation College

Employee Tuition Waiver Request

Last Name: _____ First Name: _____

ID#: _____ Phone Number: _____

Admission Checklist

- Admission Application
 - High School Diploma/GED and/or college transcript, if degree seeking
 - Tribal Enrollment/Verification Form (Tribal enrollment card or certification letter is acceptable)
 - Vaccination/Immunization Record
 - Registration form for the one free course
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- RLNC employees are eligible for one free course (tuition and fees waived) at RLNC per academic semester with pay.
 - RLNC employees are responsible for purchasing required textbook for course.
 - RLNC employees must have their supervisor approve course as to not interfere with job duties assigned.
 - RLNC employees are able to use Education Leave for approved course. *See Education Leave policy.

Semester/Year Requesting: ☐ Fall _____ ☐ Spring _____

Class Requested: _____

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Total Tuition and Fee Waived: \$ _____

Approval of Chief Financial Officer and President

CFO Signature: _____ Date: _____

President Signature: _____ Date: _____