Firefighter Tuition Exemption Request

Please complete each section entirely. Please complete a separate form for each semester.

Part 1:

Printed Student Name ___________________________ Student ID ___________________________ Phone Number ___________________________

Select Semester:  ☐ Fall 20___  ☐ Spring 20___  ☐ Summer 20___

Part 2: Select Yes or No for each question below.

1. Y / N Employed as a firefighter by a political subdivision of this state; or
   Y / N An active member for at least one year of an organized volunteer fire department participating in the Texas Emergency Services Retirement System or a retirement system established under the Texas Local Fire Fighters Retirement Act who holds:
   a) an Accredited Advanced level of certification, or an equivalent successor certification, under the State Firemen’s and Fire Marshals’ Association of Texas volunteer certification program; or
   b) Phase V (Firefighter II) certification, or an equivalent successor certification, under Texas Commission on Fire Protection’s voluntary certification program under Section 419.071, Government Code?

2. Y / N Enrolling in UHCL’s undergraduate Public Leadership program?

3. Y / N Received your first exemption in fall 2009 or later and are you making satisfactory progress toward a degree as determined by your institution; or
   Y / N Received your first exemption prior to fall 2009 and have you been continuously enrolled in the Public Leadership program?

Part 3:

Student Signature ___________________________ Date ___________________________

Signature of Fire Staff Administrator ___________________________ Printed Name ___________________________

Title ___________________________ Station Name ___________________________

Station Location ___________________________ Phone Number ___________________________

Part 4: Courses Eligible for Exemption – For students beginning program in Fall 2019 or continuing students. Choose only the courses you have registered for:

___ PSLD 4325 Budgeting in Public Service  ___ PSLD 4347 Managerial Issues in Diversity
___ PSLD 4326 Human Resources  ___ PSLD 4348 Crisis & Emergency Management
___ PSLD 4340 Current Issues in Rep. Bureaucracy  ___ PSLD 4349 Ethics and Law
___ PSLD 4342 Project Management  ___ WRIT 3312 Written Communication in Business
___ PSLD 4343 Public Service Management  ___ WRIT 4310 Writing/Public: Non Profit
___ PSLD 4344 Public Service Leadership  ___
___ PSLD 4345 Strategic Planning

Submit by the census date for each semester to the Office of Student Financial Aid, Room 1.105 Student Services & Classroom Building, or by Fax: 281-283-2502. Forms received after Census date will not be approved.

Updated 03/02/2020
**Part 5: Courses Eligible for Exemption** – For continuing students who began program *prior to Fall 2019* - The Major Requirements from your degree plan may differ from the current degree plan. **You must get a signed Candidate Plan of Study** from your Academic Advisor to exempt courses listed on old degree plans.

You can only exempt courses under the **Major Requirements** section of your CPS, as shown below. Submit Candidate Plan of Study with this exemption form. *Choose only the courses you have registered for.*

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**Example:**

![Candidate Plan of Study Example](image)

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Submit by the census date for each semester to the **Office of Student Financial Aid**, Room 1.105 Student Services & Classroom Building, or by **Fax**: 281-283-2502. Forms received after Census date will not be approved.

*Updated 03/02/2020*