

University of Houston Clear Lake

Peace Officer Tuition Exemption Request

In order to be considered, you must be making satisfactory progress toward your degree plan, as defined by UHCL's financial aid policy; apply for the exemption no later than one week before the end of Open Registration for the appropriate semester and not have accumulated more than 150 semester credit hours while attending any Texas Public community college or university where you paid resident tuition. For more information, please visit www.collegeforalltexas.com

Per the Texas Education Code 54.208, no more than 20% of a given class may receive awards from the Peace Officer Exemption Program. For example, this means that in a class of 10, only 2 students could receive the exemption. When you submit a copy of the Peace Officer Exemption Request Form to the Office of Student Financial Aid or via fax to 281-283-2502, the date and time of submission will be recorded. Requests for exemption will be placed according to the order in which they were submitted.

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

Part 1:

_____ **Print 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 Are you employed as a Peace Officer in Texas or by a political subdivision in Texas?
2. Y / N Are you enrolled in UHCL's Bachelor of Science in Criminology program?

Part 3:

_____ **Student Signature**

_____ **Date**

_____ **Signature of Staff Administrator**

_____ **Printed Name**

_____ **Title**

_____ **Name of Agency (Employed by)**

_____ **Location of Agency**

_____ **Phone Number**

Part 4: Courses Eligible for Exemption – For students beginning program in **Fall 2015** or continuing students.

Choose only the courses you have registered for

_____ PSLD 4325	Budgeting in Public Service
_____ PSLD 4326	Human Resources
_____ PSLD 4341	Cultural Competence
_____ PSLD 4342	Project Management
_____ PSLD 4343	Public Service Management
_____ PSLD 4344	Public Service Leadership
_____ PSLD 4345	Strategic Planning
_____ PSLD 4347	Managerial Issues in Diversity
_____ PSLD 4348	Crisis Management
_____ PSLD 4349	Ethics and Law
_____ PSLD 4350	Senior Seminar: Executive Coaching
_____ COMM 3320	Principles of Public Relations
_____ SOCI 4328 / PSLD 4328	Social Conflict and Mediation
_____ WRIT 3312	Written Communication in Business

Part 5: Courses Eligible for Exemption – For continuing students who began program **prior to Fall 2015 only.**

Choose only the courses you have registered for

<input type="checkbox"/> CRIM 3132 - Criminology	<input type="checkbox"/> CRIM 4334 - Criminal Law
<input type="checkbox"/> CRIM 3335 - Deviance	<input type="checkbox"/> CRIM 4335 - Race and Justice
<input type="checkbox"/> CRIM 4133 - Juvenile Delinquency	<input type="checkbox"/> CRIM 4337 - Organized Crime
<input type="checkbox"/> CRIM 4135 - The Death Penalty	<input type="checkbox"/> CRIM 4338 - Policing and Society
<input type="checkbox"/> CRIM 4330 - Criminal Investigation	<input type="checkbox"/> CRIM 4839 - Independent Study in Criminology
<input type="checkbox"/> CRIM 4331- Prison and Society	<input type="checkbox"/> CRIM 4930 - Contemporary Issues in Criminology
<input type="checkbox"/> CRIM 4332 - Social Problems/Legal System	<input type="checkbox"/> CRIM 4931 - Selected Topics in Criminology
<input type="checkbox"/> CRIM 4333 - Probation and Parole	

Part 6: Changes to your Class Schedule

To make changes to your class schedule after you have submitted an Exemption Request form, you will need to submit the Peace Officers Add/Drop form no later than one week before the last day of Open Registration. The Peace Officers Add/Drop can be found online at our Financial Aid website under the *Waivers and Exemptions* section, or you can pick up a copy at our office. (Office of Financial Aid SSCB 1.105) This deadline is important for two reasons: first, it allows us time to check for available waivers for the classes you have added, and second, it gives fellow Peace Officers the opportunity to receive the waivers for the classes you have dropped.

To add or drop courses, outside of PSLD/CRIM or those listed on the form, and which do not require a tuition waiver adjustment, you should contact the Office of Student Financial Aid directly by email at uhcl_fao@uhcl.edu. For verification purposes, you must use your official UHCL email address when making this request and provide the specific information (e.g. name, section number, etc.) for the course(s) that you are requesting to change. During this process, you will not be able to make schedule adjustments through E-services. Your ability to add or drop courses through E-services will be restored shortly after census date for the semester

I have read and understand the Add/Drop Policy for this Peace Officer Exemption Program

(Student Initial)

