



# Child Protection and Child Welfare Personnel Tuition Exemption Program Form

SVC 1034 (813)974-2000

TO BE COMPLETED BY THE EMPLOYEE (PLEASE TYPE OR PRINT)

Last Name:	First Name:	MI:
University ID#:	Date of Birth:	
Phone #:	Alternate Phone #:	
Email Address:	Child Welfare Agency:	
Position:	Work Address:	
Semester of enrollment: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer_____ (A, B, C, or D) Year: 20_____		

List course(s) for which you are requesting use of the tuition exemption. The exemption may only be utilized for up to 6 credit hours of courses per term. Only courses that are applicable to the student's graduate-level social work program or certificate are eligible for the tuition exemption. The courses listed below must be signed-off by an appropriate Social Work faculty or advisor in order to be considered for the exemption.

Course Prefix and Number	Course Section (Required)	Course Title	Credit Hours	Dean/Faculty/Advisor Approval (Required)

**I understand the following requirements:**

- I must complete this form and turn it in to the **Registrar's Office** with appropriate signatures each term for which I am seeking a tuition and fee exemption;
- If I make below a "B" (i.e. 3.0) in any of the classes for which the tuition/fees are waived, I will be required to reimburse the postsecondary institution the tuition and fees for the credit hours of the class less than a "B." This means that I will not be able to register for any classes until the debt is repaid.
- I must maintain employment with a child welfare agency pursuant to s. 402.403, F.S. while receiving the exemption and for five (5) years after the completion of the graduate level social work program. If I end my employment prior to the 5-year period, the exemption benefit will be required to be repaid according to a pro rata calculation based on the number of years of service. I will be unable to receive a copy of my postsecondary transcript until the debt is repaid.
- I will allow the postsecondary institution and my employer to communicate with one another in order to verify my continued eligibility.

Employee Signature \_\_\_\_\_

Date \_\_\_\_\_

As authorized by (specify agency) \_\_\_\_\_, I certify that this applicant is employed by a child welfare agency in one of the specified positions pursuant to s. 402.403, F.S, and has been approved by the agency as meeting the necessary employment qualifications required for participation in this program.

Supervisor or Agency Head \_\_\_\_\_

Phone Number (XXX) XXX-XXX \_\_\_\_\_

Date \_\_\_\_\_

**ACTION BY REGISTRAR:**

Approve     Disapproved (Reason: \_\_\_\_\_)    Registrar: \_\_\_\_\_    Date: \_\_\_\_\_

**402.403 Child Protection and Child Welfare Personnel Tuition Exemption Program.—**

(1) There is established within the department the Child Protection and Child Welfare Personnel Tuition Exemption Program for the purpose of recruiting and retaining high-performing individuals who are employed as child protection and child welfare personnel. For purposes of this section, “child protection and child welfare personnel” includes child protective investigators and child protective investigation supervisors employed by the department and case managers and case manager supervisors employed by a community-based care lead agency or a subcontractor of a community-based care lead agency who do not possess a master’s degree in social work.

(2) Child protection and child welfare personnel who meet the requirements specified in subsection (3) are exempt from the payment of tuition and fees at a state university.

(3) The department may approve child protection and child welfare personnel for the tuition and fee exemption if such personnel:

(a) Are employed as child protection and child welfare personnel and are determined by their employers to perform at a high level as established by their personnel evaluations; and

(b) Are accepted in a graduate-level social work program or a certificate program related to child welfare which is accredited by the Council on Social Work Education.

(4) Child protection and child welfare personnel who meet the requirements specified in subsection (3) may enroll for up to 6 credit hours of courses per term.

(5) Child protection and child welfare personnel who are accepted into a graduate-level social work program or a certificate program related to child welfare which is accredited by the Council on Social Work Education shall take courses associated with the degree or certificate program online if such courses are offered online.

(6) All child protection and child welfare personnel who participate in the tuition exemption program established under this section must remain employed by the department, a state agency, or a contracted provider for 5 years after completion of a graduate level social work program. If employment ends before the 5-year period, the benefit shall be repaid according to a pro rata calculation based on the number of years of service.