

## Running Start Tuition and Fee Waiver Application

Low income Running Start students attending Olympic College may have mandatory college fees waived and any tuition charges for college-level courses (up to a maximum of 6 quarterly credits<sup>♦</sup>) for students taking over 15 credits or over the combined 1.2 FTE. Note: Fee waiver does **not** include consumable fees charged for program materials (e.g. Culinary Arts and Welding). <sup>♦</sup>Students who need more than 6 credits waived within one quarter may submit an appeal to the Director of Running Start.

Students are considered low income if they meet the federal income guidelines for free and reduced lunch or reduced-price meals through the National School Lunch Program (or have been eligible within the last five years), or are currently in a Foster Youth Program.

In order to determine eligibility for this low income waiver, please follow the directions below, **PRIOR** to the first day of the quarter. Late applications cannot be accepted for tuition waiver.

- 1.) Review the Income Chart below for current income eligibility.**
- 2.) Find your Household Size.** Household size (excluding foster children) is all people, including related or unrelated individuals who live in your home and share living expenses.
- 3.) Find your total Household Income.** Total household income is the income of each household member before taxes. This includes wages, social security, pension, unemployment, welfare, child support, alimony, and any other cash income.
- 4.) Complete application and attach one of the following forms of acceptable documentation:**
  - a) IRS Tax Return Transcript \*
  - b) Statement of Non-Filing from the IRS
  - c) DSHS Award Letter verifying eligibility for TANF
  - d) DSHS Award Letter verifying eligibility for Basic Food/EBT "Quest Card"/SNAP
  - e) Letter from a high school/school district official certifying McKinney-Vento status
  - f) Court/DSHS documents verifying foster youth/placement

\*Note: The Tax Return Transcript must be requested from the IRS office by mail, by phone, or online: [www.irs.gov](http://www.irs.gov)  
 Neither the "Account Transcript" nor a copy of the filed return will be accepted in place of the Tax Return Transcript.

- 5.) Submit application and documentation to the Running Start Office BEFORE the first day of the quarter.**

**Textbook Library:** A student deemed eligible for the Running Start Tuition and Fee Waiver is also eligible to request textbooks from the Running Start Textbook Library. To apply, review the textbook library information and submit a textbook loan application form to the Running Start Office.

**INCOME GUIDE CHART**

Household Size	2022 Yearly Income	2021 Yearly Income	2020 Yearly Income	2019 Yearly Income
1	25,142	23,828	23,606	23,107
2	33,874	32,227	31,894	31,284
3	42,606	40,626	40,182	39,461
4	51,338	49,025	48,470	47,638
5	60,070	57,424	56,758	55,815
6	68,802	65,823	65,046	63,992
7	77,534	74,222	73,334	72,169
8	86,265	82,621	81,622	80,346
For each additional member add	+8,732	+8,399	+8,288	+8,177

# Running Start Tuition and Fee Waiver Application

Due before the first day of the quarter

Graduation Year \_\_\_\_\_

Name \_\_\_\_\_ OC Student Identification # \_\_\_\_\_  
Last, First, MI

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Email (Required) \_\_\_\_\_

\_\_\_\_\_  
 Student Signature Date

Household members (all persons, excluding foster children, living in the house, including yourself) and income for \_\_\_\_\_.  
 (\*The year and information below should be filled out as the same year as the IRS Tax Return Transcript.) Year\*

Last Name	First Name, MI	If a student, what grade? (e.g. 11th)	Yearly Gross Earnings	Yearly Welfare, Child Support, Alimony	Yearly Pensions, Retirement, Social Security	Other Yearly Income

Total Annual Income \_\_\_\_\_ Household Size \_\_\_\_\_

I certify that all of the above information is true and correct and that all income is reported. I understand that this information is being given for the purpose of my child to be able to have tuition and fees waived at Olympic College and have the ability to borrow textbooks from the RS textbook loan library. I certify that the documentation submitted is **my household** IRS Tax Return Transcript, or DSHS Document, or Court Document, and that information is true and correct.

\_\_\_\_\_  
 Signature of Adult Household Member Date

\_\_\_\_\_  
 Printed name

IRS Tax Return Transcript, Statement of Non-Filing, or other documentation attached

Approved for \_\_\_\_\_ academic school year(s).

Denied \_\_\_\_\_

\_\_\_\_\_  
 Signature Date