



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

R. Scott Ralls, Ph.D.

President

February 4, 2010

Memorandum

To: Presidents
Senior Continuing Education Administrators
HRD Coordinators/Directors

From: Saundra W. Williams, Senior Vice President
Technology and Workforce Development

Subject: 2010 HRD Waiver Guidelines

Per North Carolina Administrative Code 02D .0319, individuals enrolling in courses offered through the Human Resources Development (HRD) Program may be granted a waiver of registration fees if they meet one of four criteria:

- Are unemployed;
- Have received notification of pending layoff;
- Are working and are eligible for federal earned income tax credit;
- Are working and earning wages at or below two hundred percent (200%) of the federal poverty guidelines

Attached are the income guidelines for the federal earned income tax credit and federal poverty guidelines. Please note that the poverty guideline limits did not change for 2010.

Additionally, the policy states that students for whom registration fees are waived must sign a statement on an official college document verifying that they meet one of the criteria. Please note that students must sign a waiver for each course in which they are enrolled.

Should you have questions, please feel free to contact Robin Coates at (919) 807-7182 or coatesr@nccommunitycolleges.edu.

SWW\nrc/vth

Attachment

CC10-004

Email

HRD Tuition and Fee Waiver Guidelines

Federal Earned Income Tax Credit

SOURCE: Retrieved January 26, 2010, from Internal Revenue Service Webpage
<http://www.irs.gov/individuals/article/0,,id=215766,00.html>

Criteria	Earned Income Threshold
Individual	\$ 13,460
Worker with one qualifying child	\$ 35,535
Worker with two qualifying children	\$ 40,636
Worker with three or more qualifying children	\$43,352

200% of the Federal Poverty Guidelines

SOURCE: *Federal Register*, Vol. 75, No. 14, January 22, 2010, pp. 3734-3735. Retrieved from the *Federal Register* Online via GPO Access <http://frwebgate6.access.gpo.gov/cgi-bin/TEXTgate.cgi?WAISdocID=544385168022+0+1+0&WAIAction=retrieve>
 (Actual Guidelines on Federal Register listed at 100%)

Family Unit	200% of Poverty Guidelines
1	\$ 21,660
2	\$ 29,140
3	\$36,620
4	\$ 44,100
5	\$ 51,580
6	\$ 59,060
7	\$ 66,540
8	\$ 74,020
For each additional person, add \$ 7,480.	