

**University of Washington Bothell Education Program**  
**Tuition Exemption Policy**  
**Revised 5/15/15**

**Purpose**

The School of Educational Studies (SES) faculty has identified a need to exempt certain courses from tuition exemption enrollment based on the faculty and staff effort in supporting individual students in those courses, and in order to maintain academic excellence and fiscal viability. These courses are designed in such a way as to require significant staff and faculty support outside of the classroom setting, including support from departments other than SES.

**Policy**

**Tuition exemption authority**

Authority is granted for The University of Washington Tuition Exemption Program under RCW 28B.15.558. This policy provides UW employees, other state employees and members of the Washington State National Guard the opportunity to have tuition waived for up to 6 credits per quarter on a “space available” basis. The policy further recognizes that certain courses may not be available under the Tuition Exemption Program such as UW Extension or distance learning courses, independent study, internships or any self-sustaining courses. In addition, the policy states that “...*academic or fiscal considerations may exclude certain state-funded courses or programs from the Tuition Exemption program.*”

**Education Program Tuition Exemption Policy**

Tuition-exemption enrollment is restricted in the following courses beginning Autumn Quarter 2015.

B EDUC 392 – Independent Study	B EDUC 421 – Knowing, Teaching and Assessing in Health, Fitness and Issues of Abuse
B EDUC 401 – Study Abroad: Education	B EDUC 425 – Reflections on Professional Practice Seminar
B EDUC 406 – Introduction to Field Placement	B EDUC 435 – Student Teaching
B EDUC 408 – Knowing, Teaching and Assessing in Multicultural Education and Social Studies	B EDUC 452 – Service Learning Practicum in Education
B EDUC 409 – Knowing, Teaching and Assessing in: Reading, Writing and Communicating	B EDUC 501 – Inquiry in Education
B EDUC 410 – Knowing, Teaching and Assessing in: Reading, Writing and Communicating	B EDUC 502 – Teachers’ Self-Understanding
B EDUC 413 – Knowing, Teaching and Assessing in the Arts	B EDUC 504 – Theories of Organizational Change and School Reform
B EDUC 418 – Knowing, Teaching and Assessing in Intermediate Level Mathematics	B EDUC 543 – Practicum for ELL or TESOL
B EDUC 419 – Knowing, Teaching and Assessing in Mathematics	B EDUC 552 – Curriculum, Instruction, and Assessment in Middle and Secondary Science I

B EDUC 553 – Curriculum, Instruction, and Assessment in Secondary English, Social Studies, and History

B EDUC 554 – Curriculum, Instruction, and Assessment in Middle Grades Secondary Science

B EDUC 556 – Adolescent Development

B EDUC 558 – Curriculum, Instruction and Assessment in Secondary Social Studies and History

B EDUC 559 – Curriculum, Instruction and Assessment in Secondary and Middle Level Mathematics I

B EDUC 560 – Curriculum, Instruction and Assessment in Secondary Science and Mathematics II

B EDUC 563 – Curriculum, Instruction and Assessment in Secondary English Methods I and II

B EDUC 564 – Field Experience in Secondary Schools

B EDUC 565 – Student Teaching

B EDUC 592 – Independent Study

B EDUC 595 – Professional Portfolio

B EDUC 596 – Professional Paper

B EDUC 598 – Project Implementation

B EDUC 599 – Culminating Project

The Educational Studies Curriculum Committee will make future recommendations for additions to this list based on these policy guidelines, for approval by the Vice Chancellor of Academic Affairs office.

The following LEDE courses that comprise the LEDE M.Ed. program and the ECSEL M.Ed. program are also not eligible for Tuition Exemption registration. This is due to the structure of the courses that involves extensive work outside of class time for faculty and staff in order to support individual students.

LEDE 510 – Personal Leadership for Schools

LEDE 520 – Leadership for Curriculum and Teaching

LEDE 530 – Leading Schools as Responsive Public Institutions

LEDE 540 – Leading Schools as Continuously Renewing Organizations

LEDE 550 – Leading Inclusive School Communities

LEDE 560 – Leadership for Student Services

LEDE 591 – Topics in Educational Leadership

B EDUC 501: Inquiry in Education

B EDUC 502: Teachers' Self-Understanding

B EDUC 504: Theories of Organizational Change and School Reform

Students will be allowed to use their tuition exemption to enroll in School of Educational Studies courses other than those listed above, according to the University of Washington Tuition Exemption Program rules based on RCW 28B.15.558.

### **Rationale**

In order to provide an option for students who are eligible for tuition exemption while containing the tuition waiver authority of the School of Educational Studies within a range that is tolerable with respect to program quality, fiscal constraints, enrollment, staff and faculty workload, and available space, University of Washington Bothell will include the above courses in the courses not available for enrollment under the Tuition Exemption Program.

School of Educational Studies coursework at the University of Washington Bothell is often used as a professional development opportunity for those in the field of Education. Many of the individuals who benefit from this academic experience work within a public education institution and the department strongly believes that serving this population is an integral part of the program mandate. The graduate recruiting and admissions processes in the Master of Education degree program do not take eligibility for the Tuition Exemption program into consideration when admitting students into the program. However, the inclusion of these tuition-exempt students does result in a significant impact on Full-Time Equivalent (FTE) calculations and fiscal stability of the department as well as the teaching load of the faculty.

### **Registration Procedures**

In order to register using tuition exemption, students should carefully follow the steps identified in [UWB registration guidelines](#). Questions regarding the procedure are to be directed to the UW Bothell Registrar.

### **Procedures and Responsible Organization**

The Vice Chancellor for Academic Affairs is responsible for the content of this policy. Changes will be authorized through adoption by the Chancellor's Executive Committee and final approval of the Chancellor. Students with questions or comments about this policy should contact the Office of Enrollment Management. A review of the policy will be conducted on a biennial basis.

### **References**

This policy complies with the guidelines as found in:

[RCW 28B.15.558](#)

[UWB registration procedures](#)

WAC 478-161 (*updated 07/07/2021*)

UW Administrative Policy Statement 22.1, Section 3

**Revision Date: May 15, 2015**

### **Reviewed and Forwarded for Approval**

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Susan Jeffords, Vice Chancellor for Academic Affairs

Date

### **Approval**

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Bjong Wolfe Yeigh, Chancellor

Date