

**University of Washington Bothell Education Program  
Tuition Exemption Policy  
Revised 3/1/24**

**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 areas 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.*”

**School of Education Studies courses not available for enrollment under Tuition Exemption Program**

Beginning Autumn 2024, the following SES courses will not be eligible for tuition-exemption enrollment:

B EDUC 392 – Independent Study	B EDUC 435 – Student Teaching
B EDUC 401 – Study Abroad: Education	B EDUC 452 – Service Learning Practicum in Education
B EDUC 406 – Introduction to Field Placement	B EDUC 501 – Inquiry in Education
B EDUC 408 – Knowing, Teaching and Assessing in Multicultural Education and Social Studies	B EDUC 502 – Identity and Reflective Practice
B EDUC 409 – Knowing, Teaching and Assessing in: Reading, Writing and Communicating	B EDUC 504 – Enacting Agency for Social Justice
B EDUC 410 – Knowing, Teaching and Assessing in: Reading, Writing and Communicating	B EDUC 543 – Practicum for ELL or TESOL
B EDUC 413 – Knowing, Teaching and Assessing in the Arts	B EDUC 592 – Independent Study
B EDUC 418 – Knowing, Teaching and Assessing in Intermediate Level Mathematics	B EDUC 595 – Professional Portfolio
B EDUC 419 – Knowing, Teaching and Assessing in Mathematics	B EDUC 596 – Professional Paper
B EDUC 421 – Knowing, Teaching and Assessing in Health, Fitness and Issues of Abuse	B EDUC 598 – Project Implementation
B EDUC 425 – Reflections on Professional Practice Seminar	B EDUC 599 – Culminating Project

The following LEDE courses that comprise the LEDE Certification and M.Ed. concentration are also not eligible for Tuition Exemption registration.

- B EDUC 501 – Inquiry in Education
- B EDUC 502 – Identity and Reflective Practice
- B EDUC 504 – Enacting Agency for Social Justice
- B EDUC 529 – Community-Engaged Fieldwork
- 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

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**

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. The School faculty strongly believe that serving this population is an integral part of the program mandate. Therefore, 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, in order to maintain academic program quality and the constraints imposed by fiscal and enrollment constraints, staff and faculty workloads, and available space, the above courses will not be made available for enrollment under the Tuition Exemption Program.

### **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](#)

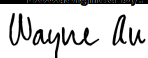
[UWB registration procedures](#)

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

UW Administrative Policy Statement 22.1, Section 3

**Revision Date: March 1, 2024**

**Reviewed and Forwarded for Approval**

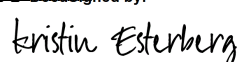
  
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5/6/2024

Wayne Au, Dean

Date

**Approval**

Approved by:  
  
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5/24/2024

Kristin G. Esterberg  
Chancellor

Date