Congratulations on your decision to advance your personal and professional development by attending classes at one of our CUNY Colleges.

If you are attending Queens College you must submit:

- Page 1 & 2 – Complete and Print
- A copy of your Class Schedule
- A Bill
- A letter from your supervisor confirming hours of work if class is during daytime hours

If you are attending another CUNY College other than QC you must submit:

- Page 1, 2 & 3 - Complete and Print
- A copy of your Class Schedule
- A Bill
- A letter from your supervisor confirming hours of work if class is during daytime hours

Once your tuition waiver form has been approved:

If you indicated that you will be attending Queens College, then the original copy of the tuition waiver will be sent to the Bursar Office for further processing. A copy will be sent to you for your records.

If you are attending a school other than Queens College, we will contact you once it has been approved so you can pick up your tuition waiver. You must take the original copy to the Bursar Office of the school you will be attending. Keep a copy for your records.

If you have any questions, please don’t hesitate to contact me.

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