



ASUN Operating Procedure – 4023

Operating Procedure Synopsis

Title: Senior Aviator Tuition Waiver Process Identifying Eligible Students

Approval Date/Revision Date(s): 9/2019, 7/2020

Review Date(s): 7/2021

Executive Cabinet Liaison: Vice Chancellor for Student Affairs

Responsible Manager: Registrar

A. Purpose and Scope

This operating procedure outlines the processes for ensuring that students who are eligible for the Senior Aviator Tuition Waiver have the opportunity to apply for and receive the benefit.

Senior Citizen Waiver- Arkansas residents who are 60 years of age and older are eligible to attend college credit classes at Arkansas State University-Newport without a tuition charge. Proof of age must be presented at the time of registration. This waiver does not apply to non-credit classes, assessment fees, or any other fees collected by the university.

B. Definitions

Senior Aviator: an ASUN student that is 60 years or older and is taking courses for credit.

C. Procedures

Summary of the process:

- Students who meet the qualifications of being 60 years of age or older will be able to complete a form and initiate the process to be awarded the Senior Aviator Tuition Waiver.
 - The student returns the Senior Aviator Tuition Waiver Form to the Office of the Registrar at registrar@asun.edu.
 - The Registrar processes the form, confirms eligibility, and notifies the Office of Financial Aid and Student Accounts for further processing.
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D. Related Information

Senior Aviator Fee Waiver Form: https://asun-my.sharepoint.com/:w:/g/personal/ashley_buchman_asun_edu/EUpwPR9AjLFlqejR4QvXhL0B16WBLr7I0DXfbyuazvsfVA?e=WhSbXQ

*All ASUN students, faculty, staff and administrators are expected to adhere to operating procedures.