Full-time employees in the public schools of Georgia or the Technical College System of Georgia, their spouses, and their dependent children may be eligible for the Full-Time School Employee Waiver. Teachers employed full-time on military bases in Georgia may also qualify for this waiver. Submit your completed application along with supportive documentation one week prior to the first day of the semester.

Section I – To be completed by the STUDENT

Student name:  
EGSC Student ID:  

Address:  

Email:  
Phone:  

Term applying for waiver:  
☐ Fall  ☐ Spring  ☐ Summer  
Year:  

Waiver application is based on employment of:  
☐ Self  ☐ Parent/U.S. Court-appointed legal guardian  ☐ Spouse  

Name of Parent/U.S. court-appointed legal guardian or spouse upon whom the waiver is based: 

Name of qualifying employer:  

Employer address:  

Employer phone number:  
Date of employment:  

Section II – Documentation Requirements

ALL APPLICANTS (All of the following)

1. A complete copy of the current or last contract to teach in a Georgia public school, an institution of the Technical College System of Georgia, or on a military base in Georgia; or a letter from the Personnel Office of the school system verifying full-time employment.
2. Paystub from qualifying employment.
3. Documentation of applicant’s lawful presence in the United States, such as:
   a. A certified U.S. birth certificate (a photocopy is not acceptable)
   b. A current U.S. passport
   c. A U.S. Certificate of Naturalization or Citizenship
   d. A current GA driver’s license or state-issued ID issued after January 1, 2008
   e. A current military ID (service member only, not dependent) a photocopy is not acceptable.

STUDENTS APPLYING BASED ON PARENT OR US COURT-APPOINTED LEGAL GUARDIAN (two of the following)

1. Copy of state and federal income tax returns for the past year for the individual with qualifying employment listing the applicant as a dependent.
2. Copy of birth certificate for the applicant listing the individual with qualifying employment as the parent.
3. Copy of U.S. court documentation listing the individual with qualifying employment as the guardian of the applicant.
4. Copy of passport/visa showing dependency of the applicant to the individual with qualifying employment.

STUDENTS APPLYING BASED ON SPOUSE (one of the following)

1. Copy of marriage certificate showing marital relationship to the individual with qualifying employment.
2. Copy of passport/visa showing dependency to the individual with qualifying employment.
Section III – Oath and Affirmation

I understand that any material false statement made knowingly and willingly by me on this application, or any documents attached hereto may, in accordance with O.C.G.A. 16-10-71, which provides that upon conviction, a person who knowingly commits the offense of false swearing shall be punished by a fine of not more than $1,000 or by imprisonment for not less than one nor more than five years, or both, subject me to prosecution in a court of law. Additionally, I further understand that any such false statement may subject me to immediate dismissal from the institution.

Further, I certify that, to the best of my knowledge, the information submitted on this application is true and complete.

_____________________________  ______________________________
Student’s Signature                                    Date

Submit completed form and the necessary documentation to:
Janet Stracher
East Georgia State College/Registrar’s Office
131 College Circle
Swainsboro, GA 30401
Phone: (478) 289-2109
Fax: (478) 289-2140
Email: jstrach@ega.edu

**REGISTRAR’S OFFICE USE ONLY**

Waiver Decision: □ Approved  □ Denied  Signature:_________________________
Date:________________________

Semester:__________________________  Expires:____________
Fall / Spring / Summer                  Year

Routed to Business Office for Processing:______________________________

Revised 5/2012