

C.13 Staff Tuition Fees

Academic Matters

Nunavut Arctic College

Nunavut Arctic College Staff Tuition Fees

POLICY

Nunavut Arctic College will, within the limits of its resources, provide opportunities for its employees to enroll, at a reduced fee and on a part-time basis, in courses offered by Nunavut Arctic College.

PRINCIPLES

1. Nunavut Arctic College encourages and supports the professional development of its faculty and staff.

PROCEDURE

1. Employees of Nunavut Arctic College as defined in this policy are those who have indeterminate status, as well as full and part-time term employees [minimum one-year term]. It also includes present members of the Nunavut Arctic College Board of Governors.
2. Employees of Nunavut Arctic College who are requested by the college to take a Nunavut Arctic College course shall not be charged a tuition fee. Written approval from the Dean or designate to attend the course must be presented at the time of registration. Written approval for head office staff must be obtained by the President.
3. Employees as defined in #1 above, and members of the Board of Governors of Nunavut Arctic College who are not taking courses at the request of the College may enroll in any Nunavut Arctic College course and pay twenty-five percent (25%) the normal tuition fee. The College may not pay this tuition fee on behalf of the employee or Board member either directly or through reimbursement.
4. Part-time instructional and support staff who work for Nunavut Arctic College on a recurring basis may take advantage of this rate by obtaining written approval from the Dean or designate.
5. Term employees must start all courses within the time period of their employment contract.
6. Some Programs/courses may require full Program/course costs in order to support delivery and therefore would not qualify for reduced fees. Nunavut Arctic College employees will be notified of such Programs/courses.