



THE UNIVERSITY of  
NEW ORLEANS

OFFICE OF ENROLLMENT SERVICES

## Firefighter's Exemption

### General Guidelines and Procedures

A resident of the State of Louisiana who is an active-duty sworn, commissioned peace officer who is a firefighter in Orleans or any of the seven neighboring parishes of Jefferson, Plaquemines, St. Bernard, St. Charles, St. James, St. John, and St. Tammany, is entitled to enroll at the University of New Orleans at the special fee of \$111 per three-hour course plus the required fees. This fee exemption covers the remainder tuition, registration, and off-campus fees not paid by the student.

The fee exemption is limited to six (6) credit hours per semester for undergraduate level courses that are needed to obtain one degree and also graduate level coursework. This exemption may be used during the summer term.

At the end of each semester, the student is required to maintain a minimum cumulative 2.0 grade point average. Students who fail to meet this cumulative grade point average will be required to make payments until eligibility is regained.

If a student receives and "I" (incomplete) grade, it should be changed to a letter grade in accordance with the Registrar's office guidelines ([www.registar.uno.edu](http://www.registar.uno.edu)) for retention evaluation purposes.

If the student withdraws/resigns after the 15<sup>th</sup> class day, the student may be required to file an appeal to receive the fee exemption in the future. For details regarding the appeal process, you may contact the Office of Enrollment Services at (504) 280-6595.

To apply, complete the verification form, attaching a copy of your commission and badge, and submit to the Office of Enrollment Services at least seven (7) days prior to fee payment date.

The University reserves the right to verify employment prior to processing.

The University of New Orleans Office Of Enrollment Services reserves the right to modify the policy that governs these awards.

Rev.03/14

Privateer Enrollment Center | 105 Earl K. Long Library | 2000 Lakeshore Drive | New Orleans, La 70148  
*phone* 504.280.6595 | *fax* 504.280.3973 | [uno.edu](http://uno.edu)

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**Firefighter's Verification Form**

Semester and year you are enrolling:  Fall \_\_\_\_\_  Spring \_\_\_\_\_  Summer \_\_\_\_\_

This document certifies that (print name) \_\_\_\_\_

UNO Privateer ID No. \_\_\_\_\_

Agency \_\_\_\_\_

Precinct (Unit) \_\_\_\_\_

District \_\_\_\_\_

Badge # \_\_\_\_\_

is active-duty sworn and state certified firefighter in Orleans or any of the seven neighboring parishes of Jefferson, Plaquemines, St. Bernard, St. Charles, St. James, St. John, and St. Tammany, is entitled to enroll at the University of New Orleans at the special fee of \$111 per three-hour course plus the required fees.

Is the above named officer active?  Yes  No    Is the above named officer in good standing?  Yes  No

I certify that the above named officer is active and currently under my supervision.

Supervisor Precinct/District Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Supervisor Authorization \_\_\_\_\_ Tele# \_\_\_\_\_

Human Resource Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Human Resource Authorization \_\_\_\_\_ Tele# \_\_\_\_\_

The above named officer has presented documented proof of position (see attached).

\_\_\_\_\_  
UNO Registrar Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tele Ext.

I have read, understood and agree to the exemptions guidelines. I understand that falsification of any documents or information will result in removal of the fee exemption which must be repaid by the student for all semesters which the student received the benefit of the exemption. I certify this information is accurate to the best of my knowledge.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

The University reserves the right to make changes to its scholarship and exemption programs.  
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