

Eligible Senior citizens use this form to register for classes after determining they meet the criteria to take up to 3 classes per semester at no charge. **Please review the information on the reverse/second page of this form prior to submitting.**

Senior Citizens may not register for classes before the first day of the start of the session. Separate tuition waiver forms must be submitted for each session.

Student ID# _____ Student Full Legal Name (Please Print) _____

Preferred phone: _____ Term: _____ Semester Year: _____
 _____ Fall Spring Summer _____

Class # (5 digits)	Subject/Catalog # (ex. ENG 111)	Section # (ex. 01H)	Credits (ex. 3)	Session (ex. 12wk)	Credit or Audit

I understand and acknowledge the following:

- I will provide the required documents for verification of age and income (see reverse) along with this form.
- I am responsible for having satisfied all placement requirements, prerequisites, and/or co-requisites and will provide documentation of such as requested.
- I am responsible for fees associated with course materials (ie books, laboratory, or IncludED fees).
- I may not attend classes until my registration is confirmed.

Signature of Student: _____ **Date:** _____

For Staff Use Only: Age/Domicile/Income Approval: Initials _____ Date: _____ Division Approval: Initials _____ Date: _____

Registration Processed by: _____ Date: _____ Copy sent to the Business Office: Initials _____ Date: _____

Eligibility for Credit Courses:

- Be 60 years of age or older
- Be admitted to the college as an **in-state student** and [domiciled in Virginia](#) for **one year**
- Have a taxable income not exceeding \$23,850 for the year preceding the year in which enrollment is sought.
- **Required documentation:**
 - Valid photo ID displaying birthdate OR photo ID and birth certificate
 - If required to file taxes, copy of the previous year's Virginia Tax Return OR U.S. Federal Income Tax Return
 - If not required to file taxes, copy of most recent Social Security statement
 - Additional information as requested by Enrollment Management staff

Eligibility to Audit Courses:

- Be 60 years of age or older
- Be admitted to the college as an **in-state student** and [domiciled in Virginia](#) for **one year**
- **Required documentation:**
 - Valid photo ID displaying birthdate OR photo ID and birth certificate
 - Additional information as requested by Enrollment Management staff

Registration Process

- Complete and submit a Senior Citizens Tuition Waiver Form before the beginning of each session along with required documentation.
- Registration begins no earlier than the day before the start of a class.
 - Exception: senior citizens pursuing a degree who have completed 75% percent of the requirements for their degree may register at the same time as tuition-paying students.
- Those seeking to audit a course will need to gain permission from the appropriate Academic Division.
- If courses are not all held during the same session, separate tuition waiver forms must be submitted for each session.

See the complete policy at <https://www.vpcc.edu/admissions/apply-to-virginia-peninsula/seniors.html>