

## **26.99.99.R0.01 Tuition Rebate for Certain Undergraduates**

Approved September 1, 2001  
Revised October 1, 2013  
Next Scheduled Review: October 1, 2018



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### **Procedure Statement**

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Tuition Rebate for certain undergraduates provides a financial incentive for students to prepare for university studies while completing their high school work, avail themselves of academic counseling, make early career decisions, and complete their baccalaureate studies with as few courses outside the degree plan as possible.

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### **Reason for Procedure**

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This procedure provides guidance for compliance with the Texas Education Code § 54.0065 *Tuition Rebate for Certain Undergraduates* at Texas A&M University-Commerce.

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### **Procedures and Responsibilities**

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- 1 Students who believe they are eligible for the Tuition Rebate for Certain Undergraduates must complete an application. Applications are available on the A&M-Commerce website: <http://www.tamuc.edu/admissions/registrar/graduation/tuitionRebate.aspx>
- 2 The Graduation Coordinator will verify the student has met the requirements as stated in SB 1907, Sec. 54.0065. After all requirements are verified, the Graduation Coordinator will submit all names and Campus Wide IDs to the Director of Student Accounts and the Director of Financial Aid.
- 3 The Director of Financial Aid will provide necessary information regarding student eligibility; specifically whether the student has a State guaranteed student loan, which must be repaid. If the student has a loan, the loan information will be provided to the Director of Student Accounts to apply the \$1,000 rebate to the loan balance. If the student has not received loans or has no unpaid balance, then the rebate will be sent to the student. The Director of Student Accounts will verify the student has paid resident tuition at all times while pursuing the degree.
- 4 Upon notification from the Financial Aid Office that the student is eligible for the rebate, the Student Accounts Office will initiate a transaction to Banner and the student's account using detail code 8004 (FAMIS account 132901-20300) to create a credit balance, so a refund will

be generated for disbursement to the student. An audit trail of the transactions will be created in the student information system.

4.1 Refund checks will be disbursed to eligible students from the Financial Services/Student Accounts Office. Checks will be mailed to the student's diploma mailing address shown on the Banner form SPAIDEN.

5 Student Accounts Office will provide the Graduation Coordinator a complete list of disbursements.

6 The Graduation Coordinator will retain all records of students who have been awarded this rebate.

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## **Related Statutes, Policies, or Requirements**

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[Texas Education Code Title 3, Subtitle 1, Chapter. 54, Subchapter A, Sec. 54.0065](#)

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## **Contact Office**

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University Registrar  
903.886.5068