



Employee Tuition Assistance – External Courses

Policy Number: 404

Categorized: Human Resources

Procedure: 404P

Responsible Office: Associate Vice President, Human Resources

Effective Date: 08/2015

Date Last Reviewed: 01/22/2024

1. Scope

This policy applies to all Northern Virginia Community College employees who meet the eligibility criteria for tuition assistance.

2. Policy Statement

Northern Virginia Community College is part of the Virginia Community College System (VCCS) and is governed on most matters of policy by the VCCS State Board for Community Colleges.

Where a VCCS policy exists, Northern Virginia Community College follows this policy in its operations. VCCS Policy 3.10 was adopted by the VCCS State Board for Community Colleges and is included in the [VCCS Policy Manual](#).

If you have questions about this policy and/or its application at Northern Virginia Community College, please contact the Responsible Office identified above.

3. Authority

[VCCS Policy 3.10 - Educational Assistance and Continuous Learning Program Guidelines](#)