



Police Officer Waiver

1. WHAT IS THE POLICE OFFICER WAIVER?

This is a **one-time** course waiver and does not extend beyond the semester in which the waiver is awarded. The waiver may apply to any semester (Winter intercession/Spring/Summer/Fall).

2. AM I ELIGIBLE FOR THE POLICE OFFICER WAIVER?

The student must 1. Fulfill the employment eligibility requirements as NYC Police Officer (non-supervisory personnel) and 2. Be enrolled for credit.

3. HOW DO I APPLY FOR THE POLICE OFFICER WAIVER?

- ☒ Obtain a [Police Officer Waiver](#) by clicking this link.
- ☒ Complete the form in its entirety.
- ☒ Send the completed form with your NYPD shield (badge) and the photo ID (containing the TAX ID # and date of birth) to Jay Express via email at: jayexpress@jjay.cuny.edu.

4. WHERE IS THE POLICE OFFICER WAIVER ACCEPTED?

Preapproved waivers by Jay Express are subsequently forwarded to the Bursar's Office for processing.

5. HOW IS THE POLICE OFFICER WAIVER RECORDED?

The waiver is typically applied to the student's account within the first ten business days of the semester/session start date and covers the cost of one course. It will appear on the account as "Police Officer Waiver."

6. I HAVE BURSAR HOLDS FOR MY PAST-DUE BALANCE. CAN I USE THE POLICE OFFICER WAIVER TO CLEAR IT?

Bursar holds will be cleared when 1. A valid Police Officer Waiver is submitted for the intended semester and 2. Any remaining balance is paid in full using any one of the accepted methods.

Office of the Bursar
524 West 59th St, Rm. L70
New York, NY 10019
T: 212-237-8555
E: Bursar@jjay.cuny.edu