

§ 1949.1

**Subpart A—OSHA Training Institute**

**§ 1949.1 Policy regarding tuition fees.**

(a) The OSHA Training Institute shall charge tuition fees for all private sector students attending Institute courses.

(b) The following private sector students shall be exempt from the payment of tuition fees.

(1) Associate members of Field Federal Safety and Health Councils.

(2) Students who are representatives of foreign governments.

(3) Students attending courses which are required by OSHA for the student to maintain an existing designation of OSHA certified outreach trainer.

(c) Additional exemptions may be made by the Director of the OSHA Training Institute on a case by case basis if it is determined that the students exempted are employed by a non-profit organization and the granting of an exemption from tuition would be in the best interest of the occupational safety and health program. Individuals or organizations wishing to be considered for this exemption shall make application to the Director of the OSHA Training Institute in writing stating the reasons for an exemption from payment of tuition.

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**§ 1949.2 Definitions.**

Any term not defined herein shall have the same meaning as given it in the Act. As used in this subpart:

*Private sector students* means those students attending the Institute who are not employees of Federal, State, or local governments.

**§ 1949.3 Schedule of fees.**

(a) Tuition fees will be computed on the basis of the cost to the Government for the Institute conduct of the course, as determined by the Director of the Institute.

(b) Total tuition charges for each course will be set forth in the course announcement.

**§ 1949.4 Procedure for payment.**

(a) Applications for Institute courses shall be submitted to the Institute

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Registrar's office in accordance with instructions issued by the Institute.

(b) Private sector personnel shall, upon notification of their acceptance by the Institute, submit a check payable to "U.S. Department of Labor" in the amount indicated by the course announcement prior to the commencement of the course.

**§ 1949.5 Refunds.**

An applicant may withdraw an application and receive full reimbursement of the fee provided that written notification to the Institute Registrar is mailed no later than 14 days before the commencement of the course for which registration has been submitted.

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