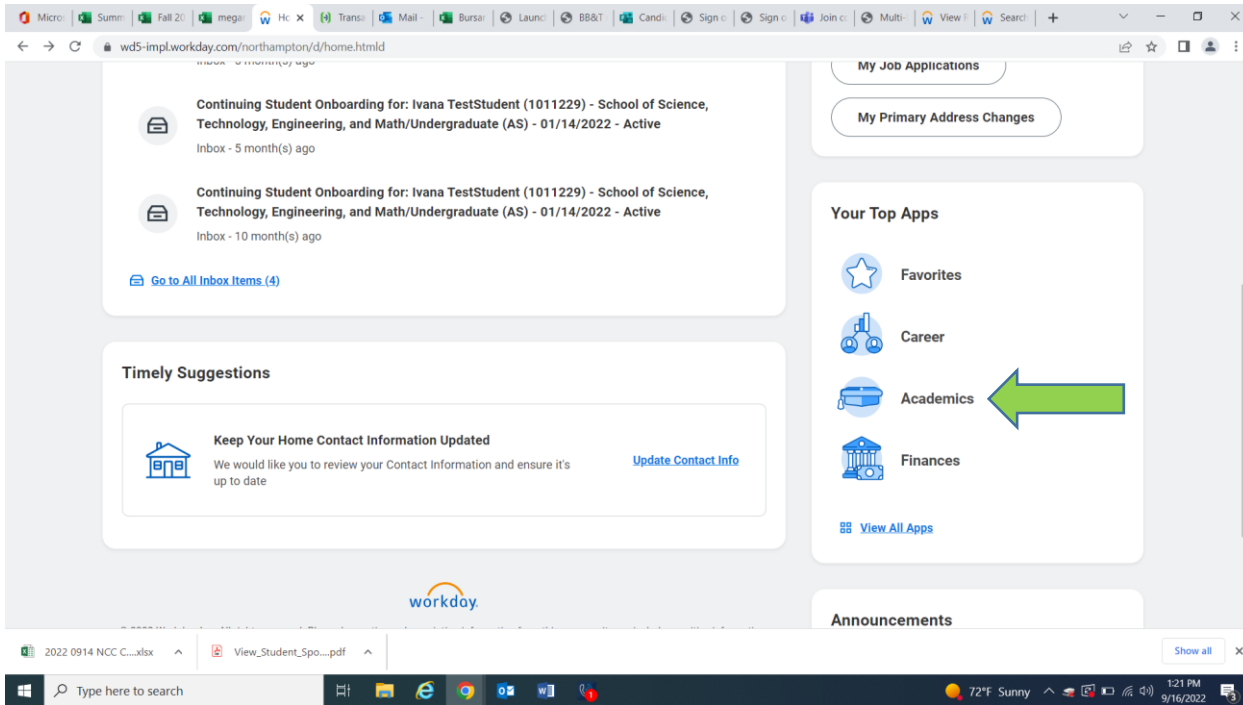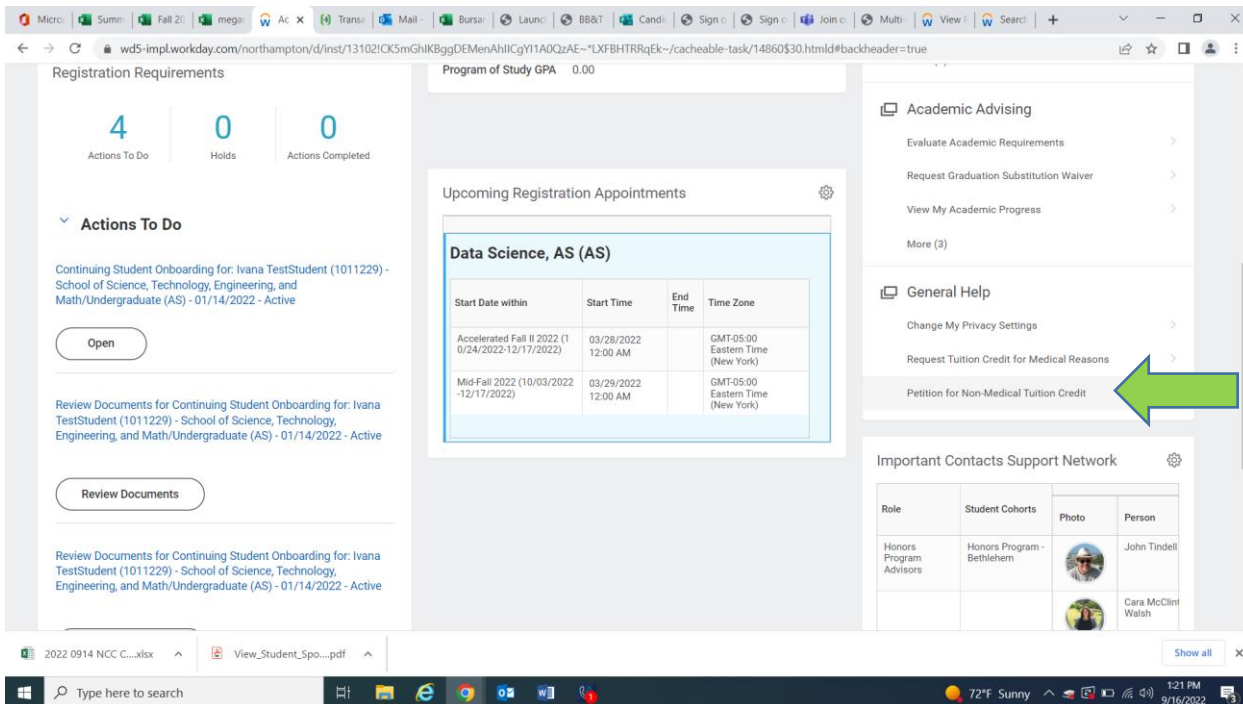# Petition for Non-Medical Tuition Credit
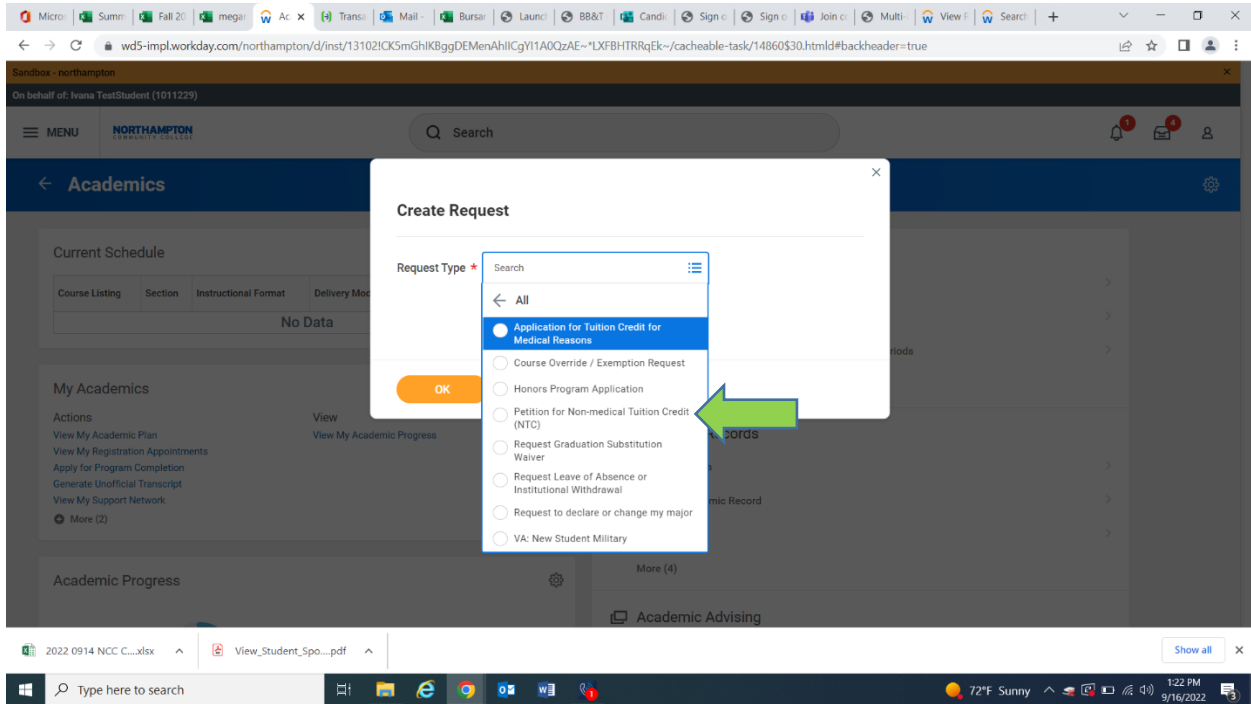
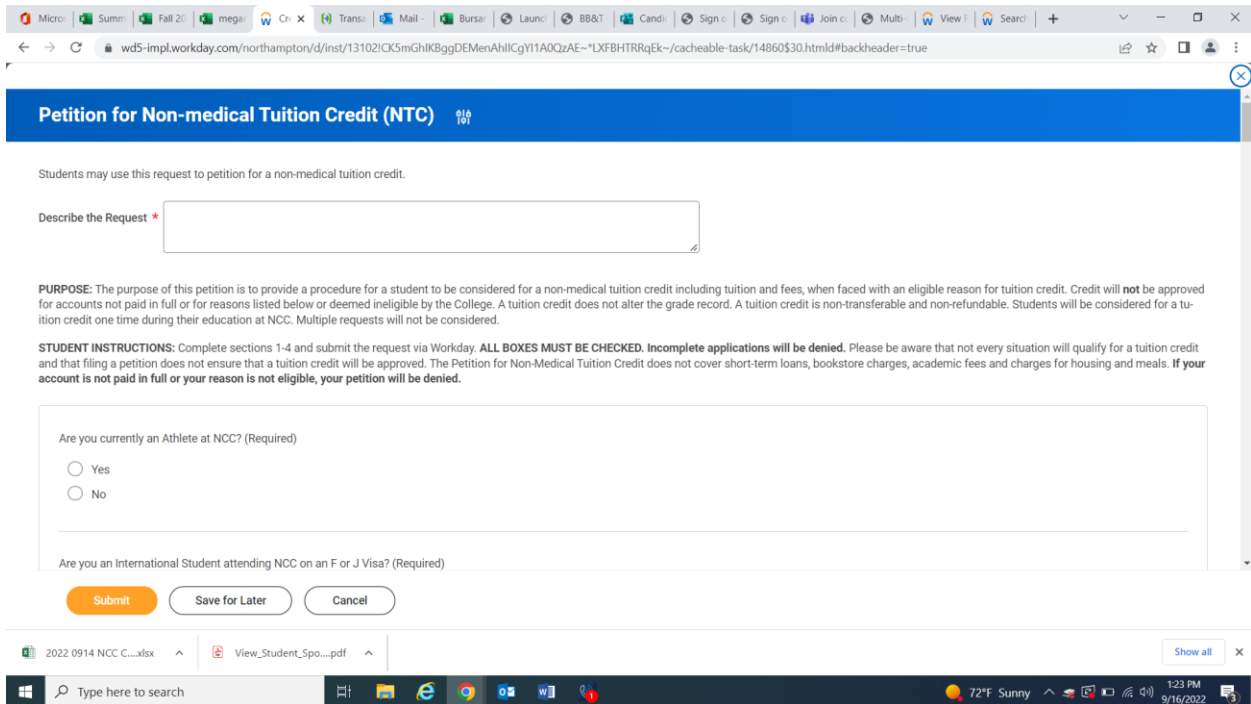## Step 1: Go to the academics app in Workday

Step 2: Scroll all the way down and click "petition for non-medical tuition credit"

Step 3: In the drop down menu click "all" and "Petition for non-medical tuition credit (NTC)"

Step 4: Answer the questions

Step 5: Drag any attachments that provide proof of your need for a non-medical tuition credit to the attachment box and hit submit