

## Tuition Remission Benefit Application

Applications must be submitted to the Office of Human Resources no later than June 30<sup>th</sup> for Fall Semester, and no later than October 1<sup>st</sup> for Spring Semester. To be eligible for tuition waiver, applicant must complete and submit this form, have COMPLETED the Free Application for Federal Student Aid and provide the following additional documents. *(If applicable):*

- Required **CGPA 2.0** must be maintained for full tuition value.
- If dependent child, attach copy of parent's current income tax return, dependent's birth certificate, adoption records or other acceptable documentation
- If spouse or domestic partner, attach copy of the marriage certificate or affidavit.
- **DEPENDENTS AGE 25 OR OLDER ARE NOT ELIGIBLE**

### ACADEMIC SEMESTER(S) AND YEAR

SEMESTER ATTENDING (check one)	YEAR
FALL	20_____
SPRING	20_____

### STUDENT PERSONAL INFORMATION

STUDENT ID #	DOB
Name	Marital Status
Address	Home Phone
City/State/Zip	Work Phone
Email Address	Cell Phone

### EMPLOYEE INFORMATION

EMPLOYEE NAME/ID #	HIRE DATE	STAFF/FACULTY	DEPARTMENT/DIVISION
DATES OF EMPLOYMENT		RELATIONSHIP TO STUDENT	
From: Mo/Yr	To: Mo/Yr	<input type="radio"/> FATHER	<input type="radio"/> MOTHER
		<input type="radio"/> SPOUSE	<input type="radio"/> DOMESTIC PARTNER

### CERTIFICATION

**I certify that the above information is true and correct as stated.**

_____ / _____ 1) Signature of Applicant      Date	_____ / _____ 4) Office of Records/Registration      Date
_____ / _____ 2) Signature of Employee      Date	_____ / _____ 5) Office of Financial Aid/Scholarships      Date
_____ / _____ 3) Director of Human Resources      Date	_____ / _____ 6) VP/CFO of Business and Finance      Date

#### OFFICE OF FINANCIAL AID AND SCHOLARSHIPS USE ONLY:

CGPA \_\_\_\_\_ ISIR \_\_\_\_\_ HOURS \_\_\_\_\_ TAX RETURN \_\_\_\_\_