



HR\_\_\_\_  
 Registration\_\_\_\_  
 Student Accounts\_\_\_\_  
 Financial Aid\_\_\_\_

Jenzabar #\_\_\_\_\_

## Employee Tuition Discount Form

### Human Resources

---

Employee Name \_\_\_\_\_ Years of Service \_\_\_\_\_

Dependent Name \_\_\_\_\_ Relationship \_\_\_\_\_

The following waiver and/or discount applies to the above named student for **fall/spring/summer 20**\_\_\_\_ (circle one)

- Part-time staff and Non-Core faculty (50% FTE) and Academic-Year Staff:  
One (1) class per semester free of tuition (maximum of three (3) credits).
- Regular full-time staff and faculty teaching full-time:  
Up to two (2) classes per semester free of tuition (maximum of six (6) credits).
- Dependent of part-time staff and Adjunct Instructor (50% FTE) and Academic Year staff employee:  

First up to third anniversary	25% discount	<input type="checkbox"/>
Third anniversary and thereafter	50% discount	<input type="checkbox"/>
- Dependent of regular full-time staff and all Core and Ranked Adjunct Faculty:  

First up to third anniversary	25% discount	<input type="checkbox"/>
Third anniversary and thereafter	100% discount	<input type="checkbox"/>

Approved: \_\_\_\_\_  
*Human Resources Representative* *Date*

### Registrar's Office

---

Attached is a copy of the student's statement indicating the courses for which the student has registered and the applicable charges.

# of Credits                    \$ \_\_\_\_\_

# of Audited Credits        \$ \_\_\_\_\_

Approved: \_\_\_\_\_  
*Registration and Records Office Representative* *Date*

### Student Accounts Office

---

Tuition: \$ \_\_\_\_\_      Lab Fee: \$ \_\_\_\_\_

Input By: \_\_\_\_\_  
*Student Accounts Representative* *Date*

### Financial Aid Office

---

Tuition: \$ \_\_\_\_\_      # of Credits: \_\_\_\_\_

Input By: \_\_\_\_\_  
*Financial Aid Advisor* *Date*