APPLICATION FOR FACULTY & STAFF REMISSION OF FEES

Semester: ___________________________ Academic Year: ___________________________
Student: ___________________________ Student I.D. No.: ___________________________
Employee: ___________________________ Employee I.D. No.: ___________________________
Relationship to Student: ________________ Level of Study: Undergraduate [ ] Graduate [ ]

Employee’s Signature: ___________________________ Date: ___________________________
I certify by affixing my signature above that the information provided is true and accurate.

APPROVALS:

Area/Organization Manager: ___________________________ Date: ___________________________

Human Resources Office: ___________________________ Date: ___________________________

Budget Director: ___________________________ Date: ___________________________

FOR OFFICE USE ONLY

Student: ___________________________ Student I.D. No.: ___________________________
Amount of Fee Remission: $______________ Cash Management: ___________________________

Effective January 1, 1995, the University will include the cost of graduate level courses on the employee W-2 as income whenever the Faculty/Staff Tuition remission is used.

This is in accordance Section 127 of the Internal Revenue Code which was not reauthorized by Congress in 1994.