



UNDERGRADUATE TUITION WAIVER or TUITION EXCHANGE

TW (Attending Adrian) TE (Not Attending Adrian) Spring 20_____ Fall 20_____

Student Name (First, Middle, Last) _____

Student Email Address _____

Student Social Security Number _____ Date of Birth _____

Permanent Address _____

Phone Number _____

Parent/Guardian Name _____

Parent E-mail _____

Employee Signature _____

Years of Employment at A.C. _____ Department _____

School Interested in Attending _____

Applying for Admission Approved for Admission Currently Enrolled

School Interested in Attending _____

Applying for Admission Approved for Admission Currently Enrolled

School Interested in Attending _____

Applying for Admission Approved for Admission Currently Enrolled

Class Year: Freshman Sophomore Junior Senior Graduate School

If the recipient is a child, is s/he a dependent on your income tax return for the school year listed? Yes _____ No _____

**IRS Code Section 117(d)(2)(A), states that any tuition waiver for a non-dependent child (as defined by the IRS), must be reported as taxable income on your W-2.*

FORM MUST BE COMPLETED EVERY YEAR – IF YOU ARE TAKING 6 OR MORE CREDIT HOURS, YOU MUST FILL OUT A FAFSA. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE FINANCIAL AID OFFICE.

Please return this completed form to the Director of Human Resources.

Approved Human Resources _____ Approved _____ %

Approved Financial Aid _____