



# Tuition Discount Application

EMU Faculty/Staff and  
Dependents and Spouses of EMU Faculty/Staff

## Biographical/Academic Information

EMU Employee Name \_\_\_\_\_ ID \_\_\_\_\_

The recipient of the requested tuition discount is:  Self  Spouse  Dependent

Name of Spouse or Dependent \_\_\_\_\_ ID \_\_\_\_\_

For Academic Year \_\_\_\_ - \_\_\_\_ Semesters:  Fall Credit Hours \_\_\_\_  
 Spring Credit Hours \_\_\_\_  
 Summer Credit Hours \_\_\_\_

For the specified academic year, is the recipient admitted to EMU as a regular student, in a program of study, for the purpose of earning a first Baccalaureate, Professional, or Graduate degree?  Yes  No

Recipient's Date of Birth \_\_\_\_-\_\_\_\_-\_\_\_\_

***Please submit this application to human resources office.***

## Policy Statement

If the amount of discount plus other institutional grants and scholarships exceeds tuition charges, the discount will be reduced as necessary. Please refer to *Educational Discounts* in the EMU Faculty/Staff Handbook for a full discussion of policies. Any questions should be directed to the human resources office.

## Human Resources Office Use

Faculty/Staff person is employed \_\_\_\_%. Discount Rate \_\_\_\_%

**Approved Credits:** Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_

Signature Director of Human Resources \_\_\_\_\_ Date \_\_\_\_\_

## Business Office/FA Office Use

Discount % \_\_\_\_ X Tuition \$ \_\_\_\_\_ = Discount \_\_\_\_\_

Credit/Adjustment Executed \_\_\_\_-\_\_\_\_-\_\_\_\_  
(mo.-day-yr.) (Initials)