

# TUITION EXCHANGE APPLICATION

For Simpson Employee Dependents

**THIS APPLICATION MUST BE COMPLETED AND APPROVED BY THE  
DIRECTOR OF HUMAN RESOURCES**

Tuition Exchange is granted to those who meet the requirements set forth in the Simpson College Handbook. **It is your responsibility to read the Tuition Exchange Policy Statement contained in the Employee Handbook.** Upon completion of this application, submit it to the Director of Human Resources in Hillman Hall.

## **SIMPSON EMPLOYEE INFORMATION**

Name \_\_\_\_\_

Last

First

Middle

Address \_\_\_\_\_

Social Security # \_\_\_\_\_ Birth Date \_\_\_\_\_

Work Phone # \_\_\_\_\_ Home Phone # \_\_\_\_\_

Marital Status \_\_\_\_\_

## **STUDENT INFORMATION**

Name \_\_\_\_\_

Last

First

Middle

Address \_\_\_\_\_

Social Security # \_\_\_\_\_ Birth Date \_\_\_\_\_

Academic year student is applying for tuition exchange \_\_\_\_\_

List College/Colleges you would like to attend:

College

Address

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

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Employee Start Date \_\_\_\_\_

Director of Human Resources Approval \_\_\_\_\_ Date \_\_\_\_\_