

# TUITION REMISSION APPLICATION

For Simpson Employees/Dependents

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

Tuition Remission is granted to those who meet the requirements set for 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 # \_\_\_\_\_

## STUDENT INFORMATION

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_

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

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

Relationship to Employee \_\_\_\_\_

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

Are you working towards a Baccalaureate Degree? Yes\_\_\_\_ No\_\_\_\_

If yes, have you applied for admission? Yes\_\_\_\_ No\_\_\_\_ Are you accepted? Yes\_\_\_\_ No\_\_\_\_

**I am applying for Tuition Remission for the terms and hours indicated below:**

Summer Session 1 \_\_\_\_ Summer Session 2 \_\_\_\_ Summer Session 3 \_\_\_\_ Fall \_\_\_\_ Spring \_\_\_\_

Day Credit Hours\_\_\_\_ Evening Credit Hours\_\_\_\_ FASTrack I\_\_\_\_ FASTrack II\_\_\_\_ FASTrack III\_\_\_\_ Audit\_\_\_\_

You must complete the "Free Application for Federal Student Aid." Have you already done so? Yes\_\_\_\_ No\_\_\_\_

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

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

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

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