



UNIVERSITY OF ARKANSAS SYSTEM

Employee Request for Tuition Discount

NOTE: Employee must have been employed by the UA System for one complete fall or spring semester in order to qualify for tuition discount.

Instructions: Completed forms for UA System office employees should be emailed to CBrown@uasys.edu.

Name (Last Name, First Name) Employee ID

Title Department

Home Campus

Full-Time (100%) Active Employee Yes No Date of Hire

Designated Employee's Campus on File

Enrollment at CCCUA eVersity PCCUA UACCB UACCH UACCM UACCRM UAFS UALR UAM UAF UAMS UAPB UAPTC

Course Location Degree Sought Bachelors Masters Doctorate

Student ID Degree Program

Student Status FR SO JR SR GR Non-Degree Seeking

Academic Year Fall Spring Summer I Summer II Summer III Summer IV

Table with 4 columns: Course Name, Course Number, Credit Hours, Days/Times of Class Meeting(s)

I pledge that I shall not permit participation in this course(s) to interfere with the performance of my regular job duties. I understand that any change to my course schedule will require that I submit another tuition discount form for approval in order to avoid being administratively withdrawn.

Employee Signature Date

I certify that the employee is full-time (100% appointed).

Supervisor Signature Date

Department Director Date

Certification of Employment by Home Campus of University of Arkansas:

I certify that the employee meets the eligibility requirements for tuition wavier per the University of Arkansas Board Policy 440.1.

Human Resources Representative Date

HR Comments/Notes:

1 The designated campus selected for tuition discount purposes is a one-time only choice universally applicable to the employee and all family members. 2 Total enrollment at reduced rates shall not exceed eleven (11) credit hours per Fall/Spring term, three (3) credit hours per summer term and shall not exceed a total of 132 undergraduate semester credit hours.