SOUTHERN UNIVERSITY SYSTEM

Policy
Tuition Discounts for Immediate Family Members of
Full-Time Faculty and Non-Academic Employees

The Southern University System places great value on the services provided by its full-time permanent employees and seek to encourage their commitment to the University by affording certain benefits attenuate to their employment. The children, by blood or adoption, and spouses of regular employees who choose to foster the achievement of their higher education goals at an institution in the Southern University System become cherished members of the University community. Thus, the following shall be the policy of the Southern University System:

1. All full-time students who are spouses, sons and/or daughters by blood or adoption of full-time employees of the Southern University System and pursuing a degree or certifiable academic goal, e.g., teacher certification, are eligible to apply for a ten percent (10%) reduction in the cost of tuition (general fee) only.

2. The spouse, son and/or daughter by blood or adoption of a full-time Southern University employee may be exempt from the payment of non-resident fees.

3. The full ten percent (10%) discount afforded in by this policy will be allowed in all cases where the additional financial assistance that the eligible student receives during each period of enrollment is obtained from non-state sources to insure that the state does not pay the tuition more than once, i.e., as a scholarship, state grant, fellowship and as a 10% tuition reduction.

4. Students seeking to benefit from this policy will be required to document eligibility by the presentation of applicable documents (marriage license, birth certificate, etc.) to the Human Resources Office for copying and certification in the employee’s file.

5. Continued participation in this tuition discount program will be based on the student making satisfactory progress as determined by the University. Satisfactory progress shall generally be interpreted to include completion of a full-time course load with passing grades of at least “C” or an overall 2.0 GPA for undergraduate and “B” or overall 3.0 GPA for graduate students for the semester in which the discount was granted.

Each Southern University System Chancellor shall establish guidelines for the implementation of this policy, with the approval of the System President. This policy repeals all currently existing policies affording tuition discounts to dependents of employees of the Southern University System.

Approved: ________________________________  Approved: ________________________________
Leon R. Tarver II, Ph.D.  Johnny G. Anderson, Chairman
System President  Southern University Board of Supervisors

Effective Date: ________________________________  POLICY NO. ________________________________
APPLICATION FOR DEPENDENT'S TUITION DISCOUNT

Dependent Student's Name: _______________________________ SSN: ____________________

Mailing Address: ____________________________________________

Home Address, if different: ______________________________________

Phone #: ___________________________ E-mail: _________________________ Other: __________________

Parent/Employee: ___________________________ Dept. ___________________________ Phone #: __________________

Campus: ____ SUS ____ SUBR ____ SUNO ____ SUSLA ____ SULC ____ SUAREC Hire Date: _______________________

Student's Academic Plan: Major ___________________________ Minor ___________________________

First Admitted: ________________ Pursuing: ____ BA/BS ____ MA/MS ____ PhD ____ Other (Explain): ________________________

Current Classification: ____ Freshman ____ Sophomore ____ Junior ____ Senior ____ Special ____ Graduate ____ Other (Explain) ________________________

Hours completed: ___________________________ Expected Date of Graduation: _______________________

Previous Colleges Attended

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<tr>
<th>Credit Hrs Earned</th>
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<th>Years</th>
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NOTE: First time applicants must attach curriculum sheet* from your department showing all courses to be taken in your program of study. All other applicants must attach a copy of last grade report.*

Course Information (List All):

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<th>Semester</th>
<th>Year</th>
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By my signature, I, __________________________________________ certify that applicant ____________________________

SSN _______-______ is my (circle one) Spouse or Son or Daughter by (circle one) blood or adoption.

Applicant's Signature __________________________ Date ________________

Parent/Employee’s Signature __________________________ Date ________________

Submit this completed form and required attachments* to the Human Resources Office after fees have been assessed, along with a copy of your billing statement. This discount is applicable to the cost of tuition (general fee) only.
FOR UNIVERSITY'S USE ONLY

Dependent Student's Name: ___________________________ SSN: _______________________

(1) TOTAL FEES ASSESSED $ ______________________

(2) TUITION AMOUNT $ ______________________

(3) LESS TUITION DISCOUNT (10% OF Line 2) - $ ______________________

(4) AMOUNT TO BE PAID $ ______________________

Checklist (Check all as applicable): ______________________

Application complete ______ Initial ______ Renewal ______

Marriage License ______ Received ______ On File ______

Birth Certificate ______ Received ______ On File ______

Billing Statement ______

Curriculum Sheet ______ Received ______ On File ______

Grades ______

Social Security Card ______ Received ______ On File ______

Driver's License ______ Received ______ On File ______

APPROVED BY: ______________________

VERIFIED BY: ______________________

Human Resources Date HR Manager Date

Comments:

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