

# Goodwin College

## Tuition Remission Eligibility Form

(This form is to be completed each semester and submitted to Human Resources for approval.)

Name of student requesting tuition remission: \_\_\_\_\_

Goodwin College Employee providing benefit: \_\_\_\_\_

Relationship to employee (check one):  SELF  SPOUSE  DEPENDENT CHILD \*date of birth: \_\_\_\_\_

*\*For more information about FASFA eligibility, please see the dependency checklist on the second page of this form.*

Enrolling for semester (check one):  FALL  SPRING  SUMMER Academic Year: \_\_\_\_\_

Program sought: \_\_\_\_\_

*\*Employees may take two, 3-or 4-credit courses per semester.*

*\*Spouses or dependents may take up to a full-time credit load per semester.*

Course Code	Course Name	Days/Times	Online Course	1st Mod	2nd Mod	15 week Course

**By signing below, you understand and agree to the following:**

- The information provided here is accurate.
- Goodwin College's Tuition Remission Eligibility requirements.
- Human Resources will review academic records as needed to confirm continued eligibility of this benefit.
- Knowingly providing false information could lead to student and/or employee disciplinary action, up to and including expulsion and/or termination of employment.
- If you are the employee enrolling in a course, upon submitting this form to Human Resources please include your direct supervisor's email in the CC section for their signature.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

**TO BE COMPLETED BY HUMAN RESOURCES:**

Student eligibility for Goodwin College tuition remission (check one):  PENDING ELIGIBILITY  
 ELIGIBLE  NOT ELIGIBLE

**If "not eligible," select reason:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Employment status  | <input type="checkbox"/> Relationship status<br>(Spouse / Dependent) | <input type="checkbox"/> Academic progress                                     |
| <input type="checkbox"/> Program continuity | <input type="checkbox"/> NS/UG grade in prior semester               | <input type="checkbox"/> More than one withdrawal in an academic calendar year |
| <input type="checkbox"/> Other: _____       |  |  |

\_\_\_\_\_  
HR Signature

\_\_\_\_\_  
Date

# DEPENDENCY CHECKLIST

---

The following questions are based on Federal financial guidelines. If you answer YES to any of the questions below it is unlikely that you are a dependent. Please contact Human Resources if you have any questions or would like further information regarding your eligibility.

- Will you be 24 years of age or older at the time of enrollment?
- Will you be married at the start of your enrollment period?
- At the beginning of your enrollment period at Goodwin College will you be working on a master's or doctorate program (such as an M.A., M.B.A., M.D., J.D., Ph.D., Ed.D, graduate certificate, etc.)?
- Are you currently serving on active duty in the U.S. armed forces for purposes other than training? (If you are a National Guard or Reserves enlistee, are you on active duty for other than state or training purposes)?
- Are you a veteran of the U.S. armed forces?
- Do you now have—or will you have—children who will receive more than half of their support from you?
- Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you?
- At any time, since you turned age 13, were both your parents deceased, were you in foster care, or were you a dependent or ward of the court?
- Has it been determined by a court in your state of legal residence that you are an emancipated minor or that you are in a legal guardianship?