



Student's Name (Last, First, MI) Employee's Name

Student's Social Security Number Date Employee Began Full-Time Employment

Student's Relationship to Employee

Type of Courses Desired: Undergraduate Graduate
Number of Credits Seated Fall 2017 Spring 2018 Summer 2018
Number of Credits \*Online

\*Online Classes are 50% Tuition

Please see the back of this form for specific details regarding this benefit.

CERTIFICATION
Employee Signature Date
Student Signature Date
Supervisor Signature Date

### **Undergraduate Academic Grants - Employee**

Full time employees who have completed their 90-day introductory period may take up to six credits per semester and are eligible for academic grants to cover these costs as follows:

Class Type	Academic Grant
Seated Classes (Fall or Spring)	100% of Tuition
GIS & Online Classes (Fall, Spring or Summer)	100% of Tuition
Youth Studies Online & Private Music Lessons	No Grant

Student Service fees for each semester are waived.

Employees are responsible for all other applicable fees.

All course work including, but not limited to, class time, homework completion/submission, discussions and tests must occur outside normal business hours. Employees must maintain a 2.0 GPA to continue receiving academic grants.

Any employee receiving the above listed grants must be employed full time during the entire semester. If employment is terminated, the grants will be prorated based on the termination date.

### **Undergraduate Academic Grants - Dependents and Spouses**

Dependent children (a single student who was born on or after January 1, 1993) and spouses of full time faculty, directors and other salaried employees, who have completed their 90-day introductory period, may take courses at UVF and are eligible for academic grants to cover tuition costs as follows:

Class Type	Academic Grant
Seated Classes (Fall or Spring)	100% of Tuition
GIS & Online Classes (Fall, Spring or Summer)	50% of Tuition
Youth Studies Online & Private Music Lesson	No Grant

Dependents and spouses are responsible to pay for all applicable fees including, but not limited to: student service, GIS, online, Connect 2, applied music, course and lab fees. Dependent children and spouses of full-time employees must maintain a 2.0 GPA to continue receiving this benefit. The employee must be employed full time during the entire semester. If employment is terminated, the grants will be prorated based on the termination date.

Dependent children through the age of 23 and spouses of hourly benefited employees who have completed the 90-day introductory period may take courses at UVF and are eligible for academic grants to cover tuition costs are follows:

Class Type	Academic Grant
Seated Classes (Fall or Spring)	50% of Tuition
GIS & Online Classes (Fall, Spring or Summer)	50% of Tuition
Youth Studies Online & Private Music Lesson	No Grant

Dependent children and spouses of full-time employees must maintain a 2.0 GPA to continue receiving this benefit. The employee must be employed full time during the entire semester. If employment is terminated, the grants will be prorated based on the termination date.

### **School of Graduate Studies - Academic Grants**

Full-time benefited employees and their spouses are entitled to a 50% tuition discount on graduate classes after the 90-day introductory period. Children of employees are not eligible for this discount. A 2.8 GPA must be maintained to continue received these benefits. If the employee/spouse drops or withdraws from a class, they will receive a 50% discount on the adjusted tuition charge.