

# Dickinson

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## TUITION ASSISTANCE PROGRAM APPLICATION FORM

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Name of Employee \_\_\_\_\_ Date \_\_\_\_\_

Department \_\_\_\_\_ Date of Hire /  
Date of Appointment \_\_\_\_\_

Name of Dependent Child \_\_\_\_\_

Institution Attending \*

Is this a Tuition Exchange school? ☐ YES ☐ NO Go to [www.tuitionexchange.org](http://www.tuitionexchange.org) to find out.

Expected Dates of Attendance \_\_\_\_\_

*Tuition assistance at another institution (in the form of a cash grant) is available only to dependent children (natural and adopted)...Dickinson College provides a cash grant not to exceed 50% of Dickinson's tuition for dependent children attending (a bachelor's program at) other accredited colleges and universities. The cash grant, however, will not exceed 100% of the tuition fee at the institution attended...The determination of dependency for tuition assistance purposes is based on the definitions established by the Internal Revenue Service in the declaration of dependents for income tax purposes.*

\* *Tuition Assistance will only be available for tuition costs at Tuition Exchange participating institutions if the employee completed an application for a Tuition Exchange Scholarship in a timely manner and was denied Tuition Exchange. In that event, Tuition Assistance will then be available.*

**I, hereby, certify that this student is my natural born or adopted child and he/she is my legal dependent as defined by the Internal Revenue Service for income tax purposes. Additionally, I certify that this student has not previously completed the baccalaureate degree at Dickinson or at another institution.**

**I have read the College's Academic and/or Administrative Handbook, as referenced on this form, and understand the benefits and restrictions of this program.**

\_\_\_\_\_  
Employee's Signature

**PLEASE RETURN FORM TO HUMAN RESOURCE SERVICES FOR PROCESSING. THANK YOU.**

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<sup>1</sup> See Dickinson College Academic Handbook February 1995, P. 7-7 through 7-9 for complete information concerning this benefit.