



OFFICE OF THE BURSAR

APPLICATION FOR DEFERMENT OF TUITION PAYMENT FOR STUDENTS WITH EMPLOYER REIMBURSEMENT PLAN

In order to be eligible for deferment of your tuition payment, you must:

- Pay all tuition and fees not covered by your employer by the normal due date.
- Deferred tuition must be paid in full within 14 days after the release of grades.
- In order to receive your diploma, all outstanding monies due must be paid prior to graduation.
- Complete this information and submit it to the Bursar's Office no later than one week after the first day of classes for the term.
- Provide a copy of your employer's tuition policy, upon request.
- Submit a new form for each term.

To Be Completed By Student

I request permission to defer payment of the _____ (term) tuition charges that will be covered by my employer. I understand and agree that if this application is rejected by my employer, or if I should leave my present place of employment, I will be responsible for immediate and full payment of all tuition.

I am enrolled for _____ credits at a total cost of \$ _____.

Student Name: _____ Royal ID Number: _____

Student Signature / Date: _____

To Be Completed By Employer

I certify the above-named applicant is employed by this organization and is eligible for tuition benefits in the amount of \$ _____ for the term indicated above.

Name of Organization: _____

Address / Telephone: _____

Name / Title of Authorized Representative: _____

Signature of Representative: _____