

University of Missouri Tuition Reduction Form

(For Spouse and Dependents)

Form must be submitted no later than the end of the semester or session for which you are requesting below.

NOTICE TO CASHIER: When properly approved, this form is notice that the spouse or dependent of the employee named below is entitled to a 50% reduction of the tuition for up to 140 credit hours of University of Missouri college credit courses. For all courses (undergraduate, graduate, or professional) the rate of such fee reduction shall be based upon the tuition charged to a resident student for undergraduate courses at the campus they are attending.

EMPLOYEE SECTION

Employee Name (Last, First, Middle Initial)		Employee ID
Employee's Campus <input type="checkbox"/> Columbia/UOEXT <input type="checkbox"/> Hospital <input type="checkbox"/> Kansas City <input type="checkbox"/> Rolla <input type="checkbox"/> St. Louis <input type="checkbox"/> UM System		
Student's Name (Last, First, Middle Initial)		Student ID
Student's Relationship to the Employee (Foster children are not eligible) <input type="checkbox"/> Spouse <input type="checkbox"/> Child (natural or adopted) <input type="checkbox"/> Step Child (living with employee)		Child's Birthdate
Semester or/Session and Year <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year _____		Location of Course <input type="checkbox"/> Columbia <input type="checkbox"/> Kansas City <input type="checkbox"/> Rolla <input type="checkbox"/> St. Louis <input type="checkbox"/> Center for Distance & Independent Study
<p>I understand that:</p> <ul style="list-style-type: none"> ● I must be currently employed as a benefit eligible employee and have five years of continuous full-time service with the university, at some point, immediately prior to the registration deadline for the semester or session in which tuition reduction benefits are being requested on this form. ● A former spouse, a spouse from whom I am legally separated, and/or a foster child are not eligible. ● All student admission requirements must be met. ● The Tuition Reduction is available for up to 140 credit hours of undergraduate, graduate, and professional courses based upon the tuition charged to a resident student for undergraduate courses at the campus they are attending. ● Activity fees, late fees, books, and other expenses are the responsibility of the student. ● No tuition reduction will be granted after the deadline required to submit this form or for previously completed courses. ● The regular refund policy of the University applies in the event of withdrawal from a course. ● The benefits of this program for spouse and dependents pursuing graduate and professional degrees may be taxable to the employee. ● My spouse or dependent is ineligible to participate in this program if my employment with the University terminates prior to the beginning of a semester. ● My signature certifies that my spouse or dependent is eligible to participate in this program and if found ineligible, the University reserves the right to recover the amount of the tuition reduction. 		
Employee's Signature		Date
Employee's Campus Address and Telephone Number		

Send completed form to Faculty & Staff Benefits using one of the options below:

Note: An acknowledgement of receipt will be sent and your form will be submitted to the cashier's office within 3 business days from date of receipt if no additional information is required.

Email: umbenefitsedu@umsystem.edu

Fax: (573) 882-9603

For Questions: (573) 882-2146

Address:
 Faculty and Staff Benefits
 Woodrail Centre
 1000 W. Nifong
 Building 7, Suite 210
 Columbia, MO 65211

Faculty & Staff Benefit Office Use Only

Benefit Eligibility Date	Approval	Date
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