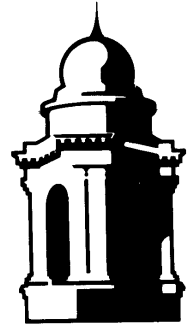


**APPLICATION FOR EMPLOYEE TUITION WAIVER
AT MONMOUTH COLLEGE
2011-2012**



IMPORTANT: *To be filed for each academic semester before completing registration.*

PART I - To be completed by Employee:

EMPLOYEE NAME: _____ DATE: _____

POSITION: _____ ACADEMIC SESSION (i.e., Fall 2011) _____

COURSE TITLE: _____ No. Semester Hours _____

COURSE SCHEDULE* (i.e., 11 a.m.-11:50, M-W-F) _____

EMPLOYEE SIGNATURE: _____

**If course is offered during regular work schedule, time must be made-up in a manner satisfactory to supervisor and Director of Personnel. See Benefit Description on reverse side.*

PART II - To be completed by Employee's Supervisor:

The above employee has made satisfactory arrangements to make-up

time missed due to course schedule as follows: _____

SIGNED: _____ DATE: _____

Employee's Position Supervisor

PART III - To be completed by Director of Personnel:

Amount of Tuition Remission \$ _____

APPROVED: _____ DATE: _____

Director of Personnel

Distribution: Personnel Office (original)
Financial Aid Office (copy)
Business Office (copy)
Employee (copy)