

## VERIFICATION OF TUITION DISCOUNT FORM

Various tuition discounts are offered to matriculated master’s-level students. Only **one** discount may be applied to a student’s tuition at a time. A verification letter on official company letterhead, signed by your supervisor and which specifies the position held and whether you are working full- or part-time must be received by The Student Accounts Office at the beginning of **each** academic year (this requirement excludes individuals applying for the alumni discount). Veterans must supply a DD-214. Please note: Students who are dependents of Veterans or City of Philadelphia employees must also complete the Spouse and Dependent verification form and supply the required documents outlined on this form.

**APPLICATION DUE DATES: APPLICATIONS ARE DUE BY :**  
**FALL TERM: SEPTEMBER 13**  
**SPRING TERM: JANUARY 31**  
**SUMMER TERM: May 29**  
Forms submitted late will not be accepted

Student’s Name: \_\_\_\_\_ ID Number: \_\_\_\_\_

### I AM ELIGIBLE FOR THE FOLLOWING MASTER’S LEVEL TUITION DISCOUNT:

Term: Fall/Spring/Summer (circle one)

- \_\_\_ 10 % Full-Time Teacher
- \_\_\_ 10 % Full-Time Early Childhood Educator
- \_\_\_ 10 % CHC Alumni Discount (alums of SGS, SUS, and SCPS)
- \_\_\_ 20 % Full-Time Church Affiliated Ministry
- \_\_\_ 25% Veterans Discount
- \_\_\_ 25% Returning to Learning Partnership (and PHA partnership)
- \_\_\_ 50 % SSJ Institutional Employee (Norwood and Mt. St. Joseph Academy only)
- \_\_\_ Other: Please specify \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Accounts Representative Signature

\_\_\_\_\_  
Date

**Return to:** Graduate School, St. Joseph Hall, 3rd Floor, Room 378 or Scan and E-Mail to [gradschool@chc.edu](mailto:gradschool@chc.edu)

**CC: Student Accounts, Student, Student File**