



Office of Student Financial Services
Graziadio School of Business and Management

COMPANY REIMBURSEMENT FORM

STUDENT'S NAME: (Please Print) \_\_\_\_\_

STUDENT'S UNIVERSITY ID NUMBER: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

Please indicate below the \$ amount or % and time period of the company reimbursement.

PERCENTAGE or DOLLAR AMOUNT COVERED: % \_\_\_\_\_ or \$ \_\_\_\_\_

TIME PERIOD (circle 1 of the 2): This Term Only: \_\_\_\_\_ Calendar Year: 2016

Tuition that is covered by Company Reimbursement will be deferred until the end of the term according to the following due dates:
Fall Trimester- January 15th, Spring Trimester- May 15th, and Summer Trimester- September 15th.

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- > If the company reimburses less than 100% of the total tuition, the student must pay the portion not eligible for deferment in full or sign up for the Two or Three Payment Plan Option.
> Regardless of the company reimbursement, the student is responsible for payment of the deferred amount to the University by the due date.
> The Company Reimbursement form must be renewed annually by submitting a new form to the Student Accounts Office prior to January 1st each year.
> Students should also be aware that the receipt of financial aid (generally grants and scholarships) may affect eligibility for tuition reimbursement from their company.
> Students who meet either of following criteria are not eligible for Company Reimbursement deferment:
- Students receiving or applying for financial aid.
- Students who are owners of, or majority stockholder in, the company from which they seek reimbursement.

I have read and agree to the aforementioned payment agreement and hereby give my consent to the Office of Student Accounts to release information to and discuss my student account with my employer:

Employer's Verification:

Employer's Name and Title (please print)

Employer's Signature

Employer's Phone Number:

Date:

Student's Signature

Work phone Number:

Date: