

Community College Partnership
 Faculty, Staff, and Administration
 Tuition Discount Form

Instructions:

The member of the community college faculty, staff, or administration wishing to receive the 10% tuition discount needs to:

- Print and complete the information requested below.
- Have the supervisor of the community college employee sign the tuition discount form.
- Have the community college employee turn the form into his/her HR department to verify employment status.
- Once the HR Department has certified employment status of the community college employee, the form should be sent directly from the HR Department to:

SPS Admissions
 Regis University
 3333 Regis Blvd.
 Adult Learning Center L-12
 Denver, CO 80221-1099

Once the completed form is received by SPS Admissions, the discount will be applied.

Student Information:			
Student Name _____		SS# _____	
Student Address _____	City _____	State _____	Zip _____
Name of community college _____			
Student Signature _____		Date _____	
Student's Community College Supervisor:			
Supervisor Signature _____		Date _____	
Student's Authorization to Release Employment Information:			
By signing this form, I give permission to my employer to release information concerning employment status to Regis University in order to receive the 10% tuition discount. I will notify Regis University if my employment status with the community college changes. If I do not notify Regis, I understand I could be charged back any tuition discount I received after my employment with the community college ended.			
CC Employee Signature _____		Date _____	
Community College Human Resources:			
<input type="checkbox"/> The person listed above is employed on this date with the community college.			
<input type="checkbox"/> The person listed above is not presently employed with the community college.			
Community College (HR) Signature _____		Date _____	