

MARIST OFFICE OF STUDENT FINANCIAL SERVICES



Supplemental Financial Aid Information

Tuition Deferment Application: Graduate and Adult Student Programs

Students eligible for tuition reimbursement through their employer may defer the portion of tuition payable by their employer. To apply for a deferment, students must complete this form in its entirety **each semester** and submit it for financial clearance. Each semester students must pay any amount not covered by their employer's policy, by their bill due date. Students using tuition deferment for the first time must submit a copy of their employer's tuition reimbursement policy. In the event that the student changes employers, a copy of the new employer's tuition reimbursement policy must be submitted when registering for classes.

Semester: _____

Year: _____

Student Name: _____

CWID# _____

Student Address _____

Home Phone: _____

Work Phone: _____

Please list courses and any applicable fees for which you will request tuition reimbursement

Course Number	Course Title	Credits	Tuition Cost
			\$ _____
			\$ _____
			\$ _____
			\$ _____
			\$ _____ Fees
Total Tuition & Fees			\$ _____

Have you applied for or are you eligible for financial aid or tuition assistance from any other source?

YES _____ NO _____

If yes, please provide details

TO BE COMPLETED BY AUTHORIZED EMPLOYER REPRESENTATIVE

I hereby certify that _____
Name of employee

is employed at _____ and is eligible for tuition reimbursement in the
Company name

amount of \$ _____ or _____ % for the courses listed on the reverse side of this form.

Name of authorized employer representative (please print) Title

Signature Date

TO BE COMPLETED BY EMPLOYEE

Employee's Company Name: _____

Company Address: _____

Email Address: _____

Employee's Title: _____

I, _____, promise to pay Marist College the balance of my account for the semester indicated on this form by its due date (30 days after professors are required to submit grades) regardless of whether or not I have been reimbursed by my employer. I understand that if my account is not paid by the due date specified on my current semester's bill, I will be assessed a 2% late fee on the unpaid balance.

I understand that should my account fall into arrears, I will not be permitted to register for any subsequent semesters, nor will my transcript or diploma be released until my past due balance is satisfied. In the event of default, I will be responsible for the principal balance and all collection costs associated with the resolution of this debt. Any future privilege of tuition deferral will be revoked.

Total Amount Tuition & Fees this semester	\$ _____
Minus Deferral Amount Covered By Employer Reimbursement	\$ _____
TOTAL AMOUNT DUE FOR CLEARANCE*	\$ _____

** This amount does not include any amounts due from prior semesters.*

I agree to the terms above and certify that the Employer Representative signing above has the authority to approve my tuition reimbursement eligibility.

Signature of Employee/Student Date

If you have questions or need assistance with this form, please contact the office of Student Financial Services at 845-575-3230.

Marist approval _____ Date _____

Please mail form to: Marist College • Office of Student Financial Services • 3399 North Road • Poughkeepsie, NY 12601

Please email form to: studentfinancialservices@marist.edu

Please fax form to: (845) 575-3099