

REQUEST FOR TUITION EXCHANGE (TE) CERTIFICATION (2018)

- Please return via email to uschr@usc.edu or campus mail CUB at mail code 0704
 - Submit by **October 1, 2017** with a state-certified copy of your student's birth certificate
- Note: If applicant has used USC Tuition Assistance, s/he is not eligible for this program**

Employee (sponsor) information

Name	USC 7-digit ID number	Email
Job title <input type="checkbox"/> Faculty <input type="checkbox"/> Staff	School/department	Campus phone
Former employee with at least 15 years of service—enter termination date		(Month Date, Year)

Child/student information

Name of student applicant	Relationship to employee	Date of birth
Social Security Number	Email	Phone number
Home address		

City	State	Zip code
Please list the Tuition Exchange colleges/universities to which you will apply for admission		
_____	_____	_____
_____	_____	_____
_____	_____	_____

Class level beginning Fall 2018	Has student held a TE scholarship in any prior years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore	Will student also be applying to USC?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Junior <input type="checkbox"/> Senior		

IMPORTANT NOTICES

- Your signatures below verify the following:
1. Parents and students have read USC's Tuition Exchange webpage at benefits.usc.edu/education/tuition-exchange/.
 2. Parents and students have watched the TE Webinar at attendee.gotowebinar.com/recording/2832157609555729156.
 3. Parents and students agree to notify the USC Tuition Exchange liaison at uschr@usc.edu or (213) 821-8100 of withdrawal or suspension from the program or change in employment status.
 4. Parents and students acknowledge that by accepting a TE scholarship to another member school, student is committing to completing his/her degree at that school and thus is not eligible for Tuition Assistance at USC either during or after enrollment at the Tuition Exchange school. This means that students who begin a degree program with a Tuition Exchange scholarship will not be eligible for USC Tuition Assistance should they later transfer to USC. (Similarly, students who have already received USC Tuition Assistance are not eligible for Tuition Exchange.)

Parent signature	Date	Student signature	Date
FOR TUITION EXCHANGE OFFICE USE ONLY			
<input type="checkbox"/> Sponsor eligibility checked	<input type="checkbox"/> Birth certificate	<input type="checkbox"/> On file	<input type="checkbox"/> Attached
			Academic year <input type="text"/>
Tuition Exchange Liaison signature		Date	