



REQUEST FOR PROFESSIONAL COURTESY FOR IW TUITION

EMPLOYEE INFORMATION:

Term (Semester/Year) Requesting Professional Courtesy _____

Employee's Name: _____ SS # _____
First Middle Last

Employed with: IW Sodexo National (circle one)

Are you Full-time or Part-time Employee? _____ Department: _____

Dates of Employment: _____ Position _____

Employee's Address _____
Street Address

_____ *City State ZIP*

Who are you requesting Professional Courtesy for? (circle one) **SELF** **DEPENDENT** **SPOUSE**

Has employee/dependent/spouse completed a FAFSA **YES** **NO**
If timely application for the Iowa Tuition Grant is not made, the student will lose that amount of the tuition remission.

Has employee/dependent/spouse applied for admission to IW? **YES** **NO**

Date of acceptance to Iowa Wesleyan University? _____

Does the employee/dependent/spouse currently hold a 4-year degree? **YES** **NO**

Employee Signature _____
Signature Date

Supervisor Signature _____
Signature Date

Complete below if requesting Professional Courtesy for Dependent/Spouse Tuition

Dependent's Name _____

Dependent's Date of Birth _____ SS # _____
Month Day Year

Dependent's Address _____
Street Address

_____ *City State ZIP*

During the term requested, does the employee provide more than one half of the support for the dependent requesting Professional Courtesy? **YES** **NO**

To be completed by Financial Aid Office

How many credits has the employee/dependent/spouse attempted at IW? _____
Only up to 16 credit hours are allowed per term. – Dependents/Spouse cannot exceed 124 Credit Hours total

What is the employee/dependent/spouse cumulative GPA? _____
A minimum 2.0 Cumulative GPA must be earned to qualify

Financial Aid Office _____
Signature Date

Human Resources Office _____
Signature Date

This form **MUST** be completed for each semester requesting Professional Courtesy for IW Tuition.
All course fees, books or Independent Study Course Tuition are the student's responsibility.