



Faculty & Staff Tuition Benefit

Averett University

420 West Main Street, Danville, VA 24541

1-800-AVERETT www.averett.edu

Name of Employee/Spouse/*Dependent enrolling at Averett: _____ People ID # _____

_____ Faculty _____ Staff _____ Contract Employee with _____ *Dependent

*Relation _____ *Name of Employee to whom student is dependent or married _____

Office Phone # _____ Cell Phone # _____ E-mail _____

Title of Employee _____ Dept./Region _____

NOTE: To be considered a dependent, the applicant must currently be claimed as a dependent on the IRS Tax Return of the faculty/staff member named above. ***Proof of dependency or marriage (a current notarized copy of your IRS Tax Return) must be submitted with this form for approval. Acceptance will not be finalized until dependency/marriage is approved. By submitting this application you are giving Averett University permission to verify any statement on this form and to obtain income tax information for all persons required to report income on this form.**

List below courses to be taken and program: _____ Semester/ Cluster/Year _____

Traditional Degree Programs:

___ Associate of Arts (AA) ___ Bachelor of Arts (BA) ___ Bachelor of Applied Science (BAS) ___ Bachelor of Science (BS)
___ Master of Education (MEd)

Graduate & Professional Studies (GPS) Degree Programs:

___ General education courses ___ Bachelor of Business Administration (BBA) ___ Master of Business Administration (MBA) ___ Master of Education (MEd)

___ IDEAL Program (additional fees may apply when enrolled in this program) Degree Programs available:

___ Bachelor of Science ___ Bachelor of Applied Science (BAS: an AAS is required to apply for this degree)

___ Business Administration: Mgt. Science ___ Criminal Justice ___ Sociology ___ Sport Management ___ Computer Information Systems

Course Number	Course Name	Time & Day
_____	_____	_____
_____	_____	_____
_____	_____	_____

REQUIRED OF ALL APPLICANTS:

- Any student enrolling in any program for three or more hours per semester, or its equivalent, must file the federal Free Application for Federal Student Aid (FAFSA). The FAFSA form is available on-line at www.fafsa.ed.gov.
- All applicants who are degree-seeking in any traditional program or the IDEAL program must file the Virginia Tuition Assistance Grant (VTAG) application available on-line at <http://www.averett.edu/financial-aid/finaidforms/VTAG%20Application%202010-11.pdf>.

The Faculty and Staff Tuition Benefit is meant to offset those tuition charges not covered by:

- federal funds that a student may be eligible to receive based on the results of a processed FAFSA, i.e. Pell Grants,
- state funds that a student may be eligible to receive from the VTAG, and/or
- funded scholarships that a student may be eligible to receive from Averett University.

Scholarships earned outside of the University would not be applied to offset tuition charges and may be used by the student to cover other costs of attendance.

Required Signatures:

Employee _____ Date _____

Supervisor _____ Date _____

If a GPS program is checked

Dean of GPS _____ Date _____

VP of Human Resources _____ Date _____

Director of Student Financial Services _____ Date _____

*Dependency (if applicable) Approved _____ Denied _____

For Business Office Use Only

Amount of Tuition Benefit \$ _____

Approved copies will be sent to: Employee/Applicant, Student Financial Services, HR, GPS Accounting (Sandy Isom)