Emeritus Professor
Tuition Waiver Form
(For ASU / U. of A / N.A.U.)

PLEASE TYPE OR PRINT

Registrant Name

Last ____________________________ First ____________________________ Middle _______

ASU ID __________________________

Semester Year ___________ Total Credit Hours ______

☐ Fall ☐ Spring ☐ 1st 8wk/Summer ☐ 2nd/Summer

Emeritus Name (Last, First, Middle): ________________________________

ASU ID#: ________________________________

Former College and Department: ________________________________

Relationship of the Registrant to the Employee

☐ Self ☐ Spouse ☐ Dependent Child

I affirm that the registrant (named above) meets the definitions and qualifications for use of the tuition waiver benefit as outlined by A.S.U. Policy. If the registrant is a dependent and is under age 30 (s) he qualifies as a tax dependent for IRS purpose.

Employee Signature ____________________________ Date ____________________________

Mandatory Signature - Human Resources ____________________________ Date ____________________________
I affirm that the registrant named above meets the definitions and qualifications for use of the tuition waiver benefit as outlined by the policies of the Arizona Board of Regents and Arizona State University. (SPP505, Regent’s Policy 6-902). If the registrant is my child, I certify I understand the requirements to claim a dependency exemption for federal tax purposes, as summarized in the Eligibility section below. I am eligible for this waiver and understand that my eligibility will be confirmed by the University. If my eligibility cannot be later confirmed, I acknowledge my responsibility to pay the full amount of the tuition and registration fees due. **Fax this completed form as PDF attachment to Elizabeth King @ Elizabeth.ann.king@asu.edu or fax to (480) 965-0785.** To avoid enrollment in the Tuition Installment Plan and assessment of the nonrefundable enrollment fee, please refer to the Registration & Tuition Payment Guide for applicable deadlines.

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<tr>
<th>EMPLOYEE SIGNATURE</th>
<th>DATE</th>
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Nonresident tuition **will not** be waived for those registrants who are being billed for nonresident tuition. Non resident students must contact the Residency Classification Office for update of your student records to reflect your resident status.

**ELIGIBILITY**

**Employee:** Must be employed in a benefits-eligible status on the first day of classes. See SPP505, Employee Reduced Instate Tuition, for additional information.

**Spouse:** For purposes of claiming a tuition waiver, the term spouse means legally married according to the laws of the State of Arizona.

**Dependent:** Complete page two of the Employee Tuition Waiver form to confirm eligibility.

**TAXABILITY**

**Graduate Tuition Waivers:**

**Employee Waiver:** If used by an employee, waived tuition amounts over $5,250 in a calendar year are taxable to the employee and subject to income (federal and state) and employment (FICA/Medicare) tax withholding.

**Spouse or dependent waiver:** If used by a spouse or dependent, all waived graduate tuition is taxable to the employee and subject to income (federal and state) and employment (FICA/Medicare) tax withholding.

**Undergraduate Tuition Waivers:**

If used by an Employee, Spouse, or Dependent and if the student is enrolled in a program of study other than one leading to a graduate degree, all tuition waiver amounts are excluded from taxable or reportable income.

If you have any questions about eligibility, contact your Human Resources representative prior to completing the form.

*For questions about emeritus tuition waivers, please contact Elizabeth King at Elizabeth.ann.king@asu.edu or (480) 965-7405. If faxing your completed form, please call or email to give a heads up that a fax is coming.*