

LAWRENCE UNIVERSITY

TUITION EXCHANGE RENEWAL APPLICATION

Employee's Name _____

Campus Department _____ Phone Extension _____

Student's Name: _____

Last 4 digits of SSN: XXX-XX- _____ Matriculation Date: _____

Was student claimed on your most recent tax return? Yes No → *If no, please explain.*

Requesting renewal for academic period 20_____ - 20_____ (Example 2011-2012)

Student will be a sophomore junior senior at the following institution:

Name of College/University _____ State _____

Expected Graduation Date: _____

- I understand that eligibility to participate in the Tuition Exchange Program is determined by the guidelines adopted by Lawrence University and set forth in the Lawrence University Employee Handbook.
- I understand that I am responsible for the annual student participation fee (currently \$35 per exported student) that Lawrence pays to TE. A check for this fee, payable to Lawrence University, is included with this renewal application for the 2011-2012 academic year.

Employee Signature: _____ Date: _____

**PLEASE RETURN COMPLETED FORM, ALONG WITH \$35 FEE, TO:
OFFICE OF FINANCIAL AID, 711 E BOLDT WAY SPC 32, APPLETON, WI 54911**

---TUITION EXCHANGE RENEWAL REQUESTS MUST BE SUBMITTED **ANNUALLY** BETWEEN JANUARY 1 AND FEBRUARY 15---