



TUITION REMISSION APPLICATION 2025-2026 Academic Year

Student _____ **ID#** _____ **Birthdate** ____/____/____
Last Name First Name

Street City State Zip

Student is an: ☐ - Undergraduate ☐ - Graduate⁴
☐ - Undergraduate with previous **Bachelor's** degree⁴ from: _____

Employee's Name _____ **BU Start Date** ____/____/____

Department _____ **Campus Email** _____ **Ext.** _____

Student Application Qualifies for Tuition Remission as (**to be completed by the student**):

- | | | |
|--|---|--|
| <input type="checkbox"/> Full-time Employee ¹ | <input type="checkbox"/> Deceased Employee Dependent | <input type="checkbox"/> Retired Employee ⁴ |
| <input type="checkbox"/> Full-time Employee Dorm Staff ¹ | <input type="checkbox"/> Part-time Faculty | <input type="checkbox"/> Spouse of Retired Employee |
| <input type="checkbox"/> Spouse of Full-time Employee ² | <input type="checkbox"/> Spouse of Part-time Faculty | <input type="checkbox"/> Child of Retired Employee |
| <input type="checkbox"/> Child of Full-time Employee ³ | <input type="checkbox"/> Child of Part-time Faculty | |

As the eligible Bradley University employee, I confirm that the above referenced student meets the University's definition of eligible child or eligible spouse. If I do not file a FAFSA, I will be required to document their eligibility. I am aware of the University's Policy for the Awarding of Bradley-Funded Assistance with Other Aid Programs. Any benefit received from Tuition Remission may be subject to IRS rules.

Student Signature (Must be a handwritten signature) Date

Eligible Employee's Signature (Must be a handwritten signature) Date

Please Provide the Following Documentation (employees utilizing remission for themselves do not need to provide additional documentation):

Child/Dependent: ☐ 2024 Federal 1040 (top portion) **or** ☐ 25-26 FAFSA
Spouse: ☐ Marriage Certificate **or** ☐ 2024 Federal 1040 (top portion)

**** Remission will not be awarded until all documents are received and verified. ****

¹ An eligible full-time employee must meet the definition of "Regular full-time employees" as defined in the Bradley University IRS approved [Educational Assistance Plan](#).

² The spouse of an employee is eligible if married to the employee on the first day of the academic term for which the benefit is being requested.

³ Dependent is a natural child, adopted child, stepchild, or legal ward of an eligible employee who was claimed as a dependent on the employee's most recent federal tax return. Otherwise eligible children of eligible employees not claimed on the employee's most recent federal tax return due to divorce or legal separation agreements who reside with the eligible employee are considered eligible dependents.

⁴ Under current IRS rules, these categories of eligibility are partially or fully taxable to the employee.

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