

**Employee Request for Registration Fee Discount Form**

Name \_\_\_\_\_ Employee ID \_\_\_\_\_  
 Last Name, First Name \_\_\_\_\_ Employee email \_\_\_\_\_

Title \_\_\_\_\_ County/Dept \_\_\_\_\_

Full-Time Active Employee  Yes  No Date of Hire \_\_\_\_\_

Designated Employee's Campus on File<sup>1</sup> \_\_\_\_\_

Enrollment at  CCCUA  eVersity  PCCUA  UACCB  UACCH  UACCM  
 UAFS  UALR  UAM  UAF  UAMS  UAPB  UAPTC  UARM

Course Location \_\_\_\_\_ Degree Sought  Bachelors  Masters  Doctorate

Student ID \_\_\_\_\_ Degree Program \_\_\_\_\_

Student Status  FR  SO  JR  SR  GR  Non-Degree Seeking

Academic Year \_\_\_\_\_  Fall  Spring  Summer I  Summer II  
 Short-Term Interim Course  Summer III  Summer IV

Course Name	Course Number	Credit Hours <sup>2</sup>	Days/Times of Class Meeting(s)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I pledge that I shall not permit participation in this course to interfere with the performance of my regular duties.

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

I certify that the employee is full-time (100% appointed). I agree that the coursework mentioned above is mutually beneficial for the organization and the employee.

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Dist. Director/Dept. Head \_\_\_\_\_ Date \_\_\_\_\_

Next Level Approver (if applicable\*) \_\_\_\_\_ Date \_\_\_\_\_

\* Signature is required if Supervisor and Dist. Director/Dept. are the same.

**Certification of Employment by Home Campus or Unit of University of Arkansas:**

I certify that the employee meets the eligibility requirements for tuition waiver per the University of Arkansas Division Policy PMGS 17-1.

Human Resources Representative \_\_\_\_\_ Date \_\_\_\_\_

HR Comments/Notes:  
 \_\_\_\_\_

<sup>1</sup> The Designated Employee's Campus selected for tuition discount purposes is a permanent choice.  
<sup>2</sup> Total enrollment at reduced rates shall not exceed eleven (11) credit hours per Fall/Spring term, three (3) credit hours per summer term and shall not exceed a total of 132 undergraduate semester credit hours.