

TEXAS SOUTHERN UNIVERSITY

ENROLLMENT SERVICES

3100 Cleburne Street , Houston, Texas 77004

(713) 313-7071

TUITION REBATE ELIGIBILITY CONFIRMATION FORM

All students who are eligible for a tuition rebate must submit this form to the Registrar's Office when applying for graduation. This form MUST be submitted no later than the official date of graduation.

Name _____
Last *First* *Middle*

Student ID _____ - _____ - _____ E-mail _____ @ _____

Major _____ College _____

Degree sought (e.g., BA, BS, BBA) _____ Graduation Date _____
Month *Year*

Address _____
Street

_____ *City* _____ *State* _____ *Zip*

To apply for a tuition rebate, list each college/university that you have attended, including Texas Southern University. You may also be required to submit documentation in order for your request to be considered.

List all the institutions of higher education that you have attended, including Texas Southern University:

Institution	Location	First semester enrolled	Last semester enrolled	Number of Hours Completed
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

(If you need more space, attach an additional sheet.)

I authorize Texas Southern University to access my educational and financial records at the institutions listed above to determine my eligibility for a tuition rebate.

I certify that the information provided above is a true and complete listing.

If further information is desired, I may be reached at the telephone number or e-mail address recorded in the Office of the Registrar.

Student's Signature _____ Date _____
Month *Day* *Year*

OFFICIAL OFFICE USE ONLY

Confirmation of Eligibility

Yes (Student meets the eligibility requirements for a tuition rebate.) No (Student does not meet the requirements.)

Representative, Registrar's Office _____ Date _____
Signature *Month* *Day* *Year*

Does student have outstanding loans (Check NSLDS)

Yes (Tuition Reimbursement will be applied to loan debt.) No (Tuition Reimbursement will be released to student.)

Representative, Financial Aid _____ Date _____
Signature *Month* *Day* *Year*

The check will be mailed to the mailing address Yes No

Representative, Comptroller's Office _____ Date _____
Signature *Month* *Day* *Year*

GRADUATE WITH THE MINIMUM NUMBER OF REQUIRED CREDIT HOURS AND EARN A TUITION REBATE OF

\$1000

Students meeting the criteria referenced above who wish to take advantage of this program should contact the Office of the University Registrar directly for specific instructions and procedures related to requesting consideration for the \$1,000.00 tuition rebate.

GENERAL INFORMATION

An undergraduate student may be eligible for a tuition rebate up to the amount of \$1000 at the time of his/her graduation only if the student meets the following eligibility requirements.

1. The student took his/her first college course in Fall 1997 or later.
2. The student was a Texas resident at all times while pursuing his/her degree.
3. The student was entitled to pay in-state tuition (enrolled in a Texas public institution) at all times while pursuing his/her degree.
4. The student has not yet graduated.
5. The student has not attempted more than three semester credit hours* in excess of the minimum number of hours required for his/her degree.

Students who do not meet the above criteria need not apply.

This application for rebate of tuition will apply to the degree and the graduation date indicated on this form. If the proposed degree or date of graduation changes, the student must file a new application for rebate.

Following your graduation, your rebate, less amounts credited to outstanding student loans**, will be mailed to your permanent address as maintained by the Office of the Registrar. You may update your permanent mailing address at www.em.tsu.edu or by coming to the Registrar's Office on the 2nd floor of the Bell Building in person.

**Tuition rebates shall be reduced by the amount of any outstanding student loan, including an emergency loan, owed to or guaranteed by this State, including the Texas Guaranteed Student Loan Corporation. If a student has more than one outstanding student loan, the institution shall apply the amount of the rebate to the loans as directed by the student. If the student fails to provide timely instructions as to the application of the amount, the institution shall apply the amount of the rebate to retire the loans with the highest interest rates first.

* Attempted hours include every course for which the student has registered, as of the official Census Date, in every semester, including developmental courses taken for credit, repeated courses and courses from which the student has withdrawn (dropped courses as well as withdrawal from the University).