

Calvin College Summer Tuition Assistance Application

Last Name	First	Middle	Student ID Number
Summer Address			Summer Phone No.
Summer Position			Class level in fall 2007
Supervisor			Department
Summer Classes Registered For:			Application Deadline
1)			May 18, 2007
2)			June 15, 2007
3)			July 18, 2007
Would you have enrolled in this summer course even if you were not receiving tuition assistance?			<input type="checkbox"/> Yes <input type="checkbox"/> No

Supervisor's Agreement

I have agreed to allow this student to enroll in the summer course(s) indicated above. We have worked out a work schedule for the period of enrollment that is convenient for the department.

I have estimated the total number of hours the student will work this summer and expect s/he will meet all of the conditions of the tuition assistance program. Estimate of total summer hours is: _____

Supervisor's Signature _____

Student's Certification

I have read the eligibility conditions and agree to pay for my summer course(s) in full if I do not work the minimum number of hours required to meet the conditions of the program.

Student Signature _____ Date _____

In order to receive summer tuition assistance, you MUST submit this application to the Financial Services Office by the above deadlines!

Calvin College Summer Tuition Assistance Program

Required Hours - Calvin College will pay for one-half the cost of **ONE (1)** summer course for students who work full-time on campus between May 21 and August 31, 2007. Students must work full-time during the last two weeks of this period unless the supervisor chooses not to require it.

Full-time work is defined as an average of 35 hours per week for at least 12 weeks during the 15-week summer, or at least 420 total hours. Part-time hours-worked in more than one department may be counted toward the 420 hours needed.

It is suggested that a student not work more than 20 hours per week during the time they are enrolled in a full credit summer class. **Students may not work more than 40 hours per week, regardless of the number of jobs.**

Before a student may enroll in a summer course, the student's supervisor must agree to an alternate work schedule during the period of enrollment that will not inconvenience the department.

Crediting Student Accounts - The completed application **MUST** be turned in to the Financial Services Office by the following dates:

<i>Session</i>	<i>Deadline Date</i>
1	May 18, 2007
2	June 15, 2007
3	July 18, 2007

At the end of the summer the student will be charged in full for a course already taken if they have not worked the minimum number of hours required or have not met the other conditions of the program.

Each student must use the benefit from this program during the summer of 2007.

The program will cover one-half the cost of tuition for **ONE (1)** class after all financial aid and discounts have been applied. Students will not receive summer tuition assistance for a tutorial, independent study, internship or master's thesis.

The class must be completed to receive this tuition waiver. Students may not receive a partial waiver for completing part of the class.

Non-eligible students - Students who were not at least half time at Calvin during the last academic year are not eligible for the program.

Office use only

Approved by: _____ Date _____