

**IU Tuition Benefit****IU High School (IUHS) Tuition Benefit Enrollment Form****IMPORTANT—PLEASE READ ALL INFORMATION ON REVERSE SIDE BEFORE COMPLETING THIS FORM**

Before registering for classes, check with the IUHS to confirm that this form has been processed. This form must be completed and processed to have the tuition waiver benefit applied during course registration. Find more information about the IUHS at iuhighschool.iu.edu.

SECTION 1—Employee Information			
Employee Name:		Employee 10-Digit ID:	
Address:	City:	State:	Zip:
Campus:	Phone:		
Email:			

SECTION 2—Student Information			
Recipient: <input type="checkbox"/> Employee <input type="checkbox"/> Spouse* (Marriage Date: _____) <input type="checkbox"/> Dependent Child*			
*Documentation to verify the relationship (e.g. marriage or birth certificate, guardianship order) is required to be submitted with this application unless such documentation has been previously submitted. Please indicate whether you:			
<input type="checkbox"/> are submitting documentation with this enrollment, or			
<input type="checkbox"/> have previously submitted such documentation to IU Human Resources			
Student Name:		Date of Birth:	
Address:	City:	State:	Zip:
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Citizenship:		
Email:			
For Dependent Child Tuition Benefit			
Birthdate of Dependent Child:		Age of Dependent Child:	
Is this child:	• unmarried?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	• able to meet the IRS support test requirements as a qualifying child?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	• age 23 or under?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	• totally disabled?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>*Dependents are eligible through age 23, as long as the child meets the IRS support test requirements as a qualifying child of the employee or spouse. Eligibility ceases at the end of the semester in which the child reached age 24, unless the child is totally disabled.</i>			

SECTION 3—Employee Affirmation	
I affirm that all information submitted as a part of, and in support of, this application is complete and correct, including the student information section of the application, and understand that any intentionally false declaration may result in disciplinary action up to and including termination of employment at Indiana University.	
Employee Signature	Date

Submit completed form to hrbnfts@iu.edu, or (812) 855-3409 (fax), or
IU Human Resources, ATTN: Tuition Benefit, Poplars E165, 400 E. 7th Street, Bloomington, IN 47405-3085

FOR HR USE ONLY	Approved by:	Date:
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INDIANA UNIVERSITY HIGH SCHOOL (IUHS) SUMMARY

IUHS is a virtual high school that provides individual courses as well as a fully accredited high school diploma through distance learning. IUHS is accredited through the North Central Association and accepted for college admission by Indiana University and Big Ten schools, as well as many other universities nationally.

IUHS can be used by adults as an alternative to a GED education, by parents home schooling their children, as a supplement to regular high school programs, and by faculty or staff who wish their children to complete a domestic high school degree while overseas.

BENEFIT AMOUNT

The benefit provides a 25 percent waiver of course tuition for eligible employees and their dependents who enroll in courses offered through IUHS.

ELIGIBILITY

The following categories of individuals associated with Indiana University are eligible for the IUHS tuition benefit:

- Full-time* Academic and Staff (including Residents) employed at the time of enrollment in IUHS;
- Full-time* Academic and Staff (including Residents) on an approved leave of absence;
- Individuals with IU Retiree status;
- Disabled former full-time* employees receiving long-term disability benefits from a university-sponsored plan, the Social Security Administration, or Public Employee's Retirement Fund (PERF); and
- The spouse and dependent children of an individual in any of these categories

** Full-time is 75% FTE or greater.*

Dependent child is defined as the biological or adopted child, stepchild, or a child whose legal guardian is an eligible individual, or a child of a deceased parent or legal guardian who was an eligible individual at the time of death (provided the child was a legal dependent at the time of the parent or guardian's death), and at the time of enrollment for the tuition benefit. In addition the child must:

- be 23 years of age or under, and
- be unmarried, and
- meet the IRS Support test requirements as a Qualifying Child of the employee or spouse.

ENROLLMENT

Before registering for classes, check with IUHS to confirm that this form has been processed. This form must be completed and processed in order to have the tuition waiver benefit applied during course registration. Completed IUHS Tuition Benefit Enrollment forms should be submitted to the IU Human Resources office for processing. After verification of eligibility, enrollment information will be provided to IUHS and the student may register for IUHS classes with the tuition benefit.

CUSTOMER SERVICE

Questions about eligibility can be addressed to IU Human Resources at (812) 856-1234 or hrbnfts@iu.edu.

Questions about IUHS program information, tuition charges, billing, and the tuition benefit should be directed to IUHS by phone at (812) 855-2292 or (800) 334-1011, or by email to iuhs@indiana.edu.