



# Oakwood University

## Scholarship Assistance Application



Children of full-time employees who are enrolled in Seventh-day Adventist (S.D.A) schools listed in the S.D.A. Yearbook at the undergraduate level may be eligible for assistance on the following basis. (Read the reverse side for further information on eligibility.)

Tuition assistance is available at the rate of 35% on tuition and required fees for elementary, non-dormitory academy, and college/university students; dormitory academy and residence hall college/university students are eligible for 70%. This assistance is available for a maximum of two years at the college/university level away from Oakwood University.

Employee's Name: \_\_\_\_\_ Employment Date: \_\_\_\_\_

Job Title: \_\_\_\_\_ Department: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Grade/Class: \_\_\_\_\_ School Year: \_\_\_\_\_

School: \_\_\_\_\_ Tuition: \_\_\_\_\_ Required Fees: \_\_\_\_\_ Total: \$ \_\_\_\_\_

If requested assistance at another school/college/University other than Oakwood, supply the following:

School Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Years attended College/University other than Oakwood: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Grade/Class: \_\_\_\_\_ School Year: \_\_\_\_\_

School: \_\_\_\_\_ Tuition: \_\_\_\_\_ Required Fees: \_\_\_\_\_ Total: \$ \_\_\_\_\_

If requested assistance at another school/college/University other than Oakwood, supply the following:

School Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Years attended College/University other than Oakwood: \_\_\_\_\_

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Director, Human Resources

**(Note: A new application must be submitted each new school year.)**



# Oakwood University

## Tuition Assistance Policy



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Employees are encouraged to support the Church's philosophy of Christian education by enrolling their children in Seventh-day Adventist schools for the purpose of assisting youth in making a decision for and commitment to Christ.

***Eligible Employees:***

We provide assistance to regular, full-time employees for their children enrolled in denominationally owned and operated schools on the elementary, secondary, or liberal arts college level.

***Students Eligible for Tuition Assistance:***

- A. Unmarried dependent of the employee.
- B. Less than twenty-four years of age unless the student has given compulsory military service, volunteer service for the Church, or has documented medical consideration.
- C. Eligible to be claimed as a dependent on the employee's income tax return.
- D. Born to, or legally adopted by, the employee and/or spouse or is a stepchild by marriage receiving more than 50% of support from the new family unit.

***Students Eligible in Divorce and Remarriage Situations:***

- A. Under the custody of a divorced employee and eligible to be claimed as a dependent on the employee's tax return.
- B. Under the custody of the ex-spouse of the employee and eligible to be claimed as a dependent on the employee's tax return.

***Students NOT eligible for Tuition Assistance:***

An unmarried child not under the custody of the employee and not eligible to be claimed as a dependent on the employee's tax return is not eligible for assistance.

***Application Procedure:***

Any regular, full-time employee may complete the Scholarship Assistance Application that is available from the Office of Human Resources.

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