



MU NATIONAL TUITION EXCHANGE APPLICATION

TO BE COMPLETED BY THE METHODIST UNIVERSITY (MU) FULL-TIME EMPLOYEE

You must have been employed as full-time for six months prior to the date the Tuition Exchange (TE) will be used. Your son/daughter must meet the dependency eligibility requirements as listed on the guidelines and be officially accepted for undergraduate admission to a participating TE school. Only one dependent per academic year is eligible to apply for TE. You MUST reapply every academic year. No family member may have two dependents participating in the program at the same time.

If this is the first year you are applying to National Tuition Exchange, you must also complete the EZ electronic application on the TE website at <https://telo.tuitionexchange.org/apply.cfm> in addition to this application. If you wish to apply to additional Tuition Exchange schools after submitting the EZ app, you begin again. DO NOT include ANY schools listed on a previously submitting EZ application. The EZ application is for NEW students only. When completing the EZ application you MUST select Methodist University (the name of your employer) in the correct drop-down. Continuing scholars should not complete the EZ application but MUST complete the MU National Tuition Exchange Application each academic year.

PLEASE PRINT AND DO NOT LEAVE ANY ITEMS BLANK.

A. Student Information

1. Student's Name: _____
2. Student's Last 4 digits of SSN _____
3. Student's Age: _____
4. Student's DOB: _____
5. Student's email address: _____
6. Student's Permanent Address: _____

7. Student's Phone Number: (____) _____

B. MU Employee Information

8. MU Employee's Name: _____
9. Date employed as full-time at MU(MO/DAY/YR): _____
10. Position/Title at MU: _____
11. MU employee email address: _____

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C. College/University Information

12. Name of College/University the student is/will be attending:

13. The student is **(only check one)**:

_____ accepted for admission as a: ___ freshman ___ sophomore ___ junior ___ senior
(Please attach a copy of the Acceptance letter)

OR

_____ currently enrolled as a: ___ freshman ___ sophomore ___ junior ___ senior

14. What academic year is the student applying for the TE scholarship? 20 _____ - _____

15. What is the institution's deadline date to receive a TE application from MU? _____

16. What was the last year this student was claimed as a dependent on your federal taxes? _____

17. Is the student a legal dependent of yours? _____ If no, please explain under additional comments.

18. Is this dependent your first TE at MU? _____ If no, please list the name(s) of the dependent(s) and the academic year(s) (AY) TE was received.

Name of Dependent: _____ AY(s): _____

Name of Dependent: _____ AY(s): _____

Additional comments:

Statement of Certification

I have read the guidelines for TE exchange as listing on the Methodist University website. I understand that I am not guaranteed a TE scholarship but only the right to apply for the scholarship. However, if I receive TE, I understand it is for one academic year only and I must reapply for TE for each academic year to be considered. It is also my responsibility to inform the TE Liaison Officer at MU if my son/daughter withdrawals or does not return to the TE college/university within an academic year.

Signature of MU employee

Date

Submit to the Methodist University Office of Financial Aid