



# Community Unit School District 303

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## Department of Human Resources

Donald D. Schlomann, Ph.D. • Superintendent of Schools • (331) 228-2000

## NORTHERN ILLINOIS UNIVERSITY TUITION WAIVER REQUEST

Requests are due to HR one month after the date that  
course enrollments open at NIU

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

From: \_\_\_\_\_  
Please Print Full Name

Work Location \_\_\_\_\_

NIU "Z" Number \_\_\_\_\_

Term \_\_\_\_\_

Tuition Credits Requested \_\_\_\_\_

Course Number/Title \_\_\_\_\_  
(Attach your course schedule to this Request Form)

\_\_\_\_\_  
Employee Signature

**Tuition waivers are not unlimited and are only available as we receive them. There is no guarantee that the number of hours of credit you request is what will be distributed to you. You will be notified of the exact amount at the time of distribution.**

**The NIU office of the Bursar does not refund unused portions of a waiver. Withdrawal from a course after the official drop date will result in forfeiture of the tuition waiver credit hours. Withdrawal from a course prior to the official drop date will result in the tuition waiver credit hours being returned to CUSD 303 for reassignment.**

"Empowering and Inspiring ALL"