



Application for Tuition Reimbursement

Complete the following information and attach a copy of the final fee and grade statements provided by your college or university. Submit packet at the Alcott front desk or via email to: resource@cssmo.org

PLEASE NOTE: Due to the reimbursement nature of this program, payments will only be made after the successful completion of the semester for which you are applying.

Employee Name

Address

Phone Number

College/University

Semester (Spring, Summer, Fall)

Semester GPA

Cumulative GPA

Student Status at beginning of semester (Freshman, Sophomore, Junior, Senior)

Declared Major

Credit hours completed to date

Date of Hire w/ CSS

Hours worked per week

Total Tuition for current semester

Amount Requested (\$1,000 max.)

Provide a brief explanation of how the Tuition Reimbursement program will help you:

Required Attachments:

- Copy of Final Fee Statement
- Copy of Final Grade Statement