APPLICATION FOR FAMILY DISCOUNT

Purpose of this form: Use this form if you have family members who study at Virginia International University and wish to apply for the family discount. Please submit it to the Accounting Department.

VIU Student ID Number: _____

INFORMATION ABOUT YOU			
Last Name		First, Middle Name	
Current Semester Admitted		Program Study	

Mailing Address:_____
Street City State Zip Country

Tel: _____ Fax:_____ E-mail:_____

INFORMATION ABOUT YOUR RELATIVE(S)			
1	Family Name:	First Name:	Middle Name:
	VIU Student ID Number:	Program of study:	Relation to you:
2	Family name:	First Name:	Middle Name:
	VIU Student ID Number:	Program of study:	Relation to you:

Family Discount Policy

Virginia International University offers a 5% tuition discount per semester for immediate family members studying concurrently and on a full-time basis at VIU. The discount is valid as long as the immediate family members (which are defined as parents, children, brothers, sisters, and spouses) are enrolled and paying tuition. The discount is applied to the tuition fees of both students.

When and how to apply:

The deadline to apply for this discount is the last day of add/drop in each semester. Applications after this deadline will only be considered for the next semester.

To be considered for this discount, the student needs to complete the Application for Family Discount and submit it to the Accounting Office for approval. The VIU Student ID number of the relative is required for this application.

Family Discount Procedures

The discount is applied to the student's tuition only. Any scholarships awarded will be deducted first. The discount will be applied to the remaining amount. If a student qualifies for more than one discount, only one will be applied.

The students must be enrolled on a full-time basis to be eligible for this discount. A student is considered to be full-time when they are enrolled in the applicable semester as follows: 20 hours in the ESL program, 12 credits in an undergraduate degree or certificate program, 9 credit hours in a graduate degree or certificate program, or a combination of these considered full-time by the Registrar's Office. This discount will also apply to the tuition fees charged for additional enrolled courses in the same semester.

Student's Signature: _____ **Today's Date:** _____/ _____/ _____ (month/day/year)

OFFICE USE ONLY	
Verified and Approved by: _____	**Date Received: _____/_____/_____**

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