Central California Conference of SDA

REQUEST FOR PROCESSING TUITION SUBSIDY IN INSTALLMENTS THROUGH THE PAYROLL SYSTEM

Name	School	Dorm/Day	School Year/Period	Percentage of Subsidy (35%/70%)	Total Tuition and Fees	Subsidy Amount (Total X Percentage)
Total						

I have listed my children who are eligible for tuition subsidy and the estimated tuition and fees that are eligible to be claimed for the subsidy. I would like to have this amount spread over the next_____ pay periods in equal installments of $_____ per pay period. I acknowledge that these installments must fall within the period covered by the school quarter/semester.

Sincerely,

Name_____

Signature_____   Date_____