



Spouse/Partner Tuition Waiver myWeb Access From

INFORMATION: This form grants spouses/partners of DU Employees access to the Tuition Waiver Menu found on the myWeb tab in PioneerWeb. **This form does NOT add the tuition waiver to the spouse/partner's bill.** Spouses/Partners **MUST** apply the tuition waiver to their classes **PRIOR** to the 100%-refund drop deadline listed by the Registrar's Office of **EVERY** term they are registered.

INSTRUCTIONS: Complete this form and send it to the Benefits Team prior to the 100% -refund drop deadline listed by the Registrar's Office for the first academic term your spouse/partner will use the tuition waiver. This form does not need to be resubmitted.

Please e-mail your completed form to Benefits@du.edu.

Employee Information

Name	DU ID	Hire Date
Employed As _____	Department	

Student Information

Name	DU ID	Student _____ Classification
Relationship to Employee		
Is this student enrolled in courses at the Iliff School of Theology or the English Language Center?	Yes ___	No ___

By signing below, I hereby certify that I am an active employee at the University of Denver and that all of the above information is correct. I certify that I have read and understand the tuition waiver policy and procedures available on the HRIC website.

Employee Signature _____

Date _____