



## Saint Joseph's University Partnership Tuition Discount Program Confirmation of Employment

Saint Joseph's University (SJU) is pleased to inform you that you may be eligible for a discount on your billed tuition because of your employer's membership in the SJU Partnership Tuition Discount Program. Certain programmatic restrictions/time limits may apply. In order for the discount to be applied to your account, we must confirm your employment. Please ask your manager or your Human Resources Office to complete Section B of this form and return it to the SJU Financial Aid Office prior to the start of the semester. Please note that this is a one-time verification process.

### Section A: To be completed by the student

Name: \_\_\_\_\_ SJU Student ID: \_\_\_\_\_

Address \_\_\_\_\_  
Street City, State Zip Code

Level: ☐ Undergraduate ☐ Graduate

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

### Section B: To be completed by your manager or Human Resources Office

I certify that the above individual is a current employee with this organization:

District/Archdiocese: \_\_\_\_\_

School in which the student works: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_

Your Name: \_\_\_\_\_

Your Title: \_\_\_\_\_

Your Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Upon completion of Section B, please return form to:

Saint Joseph's University  
Financial Aid Office  
5600 City Avenue  
Philadelphia, PA 19131

Phone: 610-660-2500

E-mail: [finaid@sju.edu](mailto:finaid@sju.edu)

Fax: (610) 660-1019