



Tuition Discount Program for Part-Time Faculty

A new form is required each semester during which a course is taken

1. Part-time faculty members are encouraged to enroll in university coursework to improve their knowledge and/or skills. For each semester in which the part-time faculty member provides at least three (3) credit hours of instruction, he/she will be eligible to receive a scholarship through the Tuition Discount Program. This scholarship will cover the part-time faculty member's tuition and mandatory fees for a maximum of three (3) credit hours per semester. Unused tuition scholarship benefits may be accumulated for up to one year.
2. The Tuition Discount Program for Part-Time Faculty includes the full tuition and mandatory fees for courses taken, but does not include course fees, student teaching fees, and other similar fees.
3. This program applies to all courses offered for credit, (including correspondence, bi-term, summer terms, and audit), but does not include non-credit continuing or community education courses and courses offered through overseas programs.
4. Participating part-time faculty members must maintain a minimum grade point average of 2.0 on a 4.0 grade scale to remain eligible for this program.

Revised 10/04

Name:		
WKU ID:		
Department:		
Semester:	Year:	Number of hours for which you are seeking a scholarship this semester:
Course Number(s) and Title(s):		Is this a correspondence class?
<p>Please submit this form to: Office of the Provost and Vice President for Academic Affairs Room 239 - WAB Phone: 745-5468 Fax: 745-5442</p>		
Employee Signature:		Date:
Department Head/Supervisor Signature:		Date:
Dean Signature:		Date:

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Departmental Index Number: _____	