



Employee Dependent Child Waiver Application

Dependent children of eligible OSU Institute of Technology (OSUIT) faculty and staff are eligible to receive a 50% undergraduate student resident tuition waiver for OSUIT courses. The waiver can be applied to a maximum of 6 credit hours per semester. For full waiver program information, please visit <https://osuit.edu/>.

Deadlines & Information

Forms and required documentation must be completed and submitted to Human Resources by the deadlines listed below. We recommend submitting the forms prior to the deadline for the completion of validation and authentication procedures. Employees will be required to submit the Dependent Child Waiver form prior to each semester. For multiple dependents, please submit a separate form for each child.

Forms and required documentation can be submitted once a student has applied to OSUIT and has been admitted.

Summer Deadline:	Friday prior to the first day of summer classes.
Fall Deadline:	Friday prior to the first day of fall classes.
Spring Deadline:	Friday prior to the first day of spring classes.

Student Information

Last Name

First Name

Banner ID

OSU Email Address

Semester/Year for Waiver

OSUIT Employee Information

Last Name

First Name

Banner ID

Employee Signature

Verification of Relationship to Employee and Dependent Status

Check one and attach the required documentation. (You will be contacted if additional documentation is required.)

_____ **Natural Child** (requires tax return and/or birth certificate)

_____ **Step Child** (requires marriage license and birth certificate)

_____ **Other** (requires legal documentation indicating legal custody, guardianship, adoption, or placement of adoption)

Human Resources Approval

Date