

TUITION ASSISTANCE APPLICATION – CHILD OF FORMER EMPLOYEE WITH 15+ YEARS SERVICE PROVISION

Congratulations on your dependent child's admission to USC!

Please review the [Tuition Assistance Benefit Plan document](#) and gather the necessary supporting materials before completing this application. Attach all required documents and submit them via email to uschr@usc.edu.

Supporting documents to submit with the application:

- 15-year Service Provision Letter
- State-issued birth certificate; and marriage certificate if stepchild of former employee

Note: Once you have been approved for TAB, you do not have to reapply every school year, unless there is a break in enrollment.

Former Employee Name

Former Employee 7-digit ID or SSN

Former Employee Phone

Former Employee Email

Former Employee Street Address City

State Zip Code

Student Name

Student 10-digit ID

Student Phone

Student USC Email

Student Street Address

City

State Zip Code

Degree Program Name

First Term (e.g. Fall 2025) Projected Last Term

I, the undersigned, acknowledge that I have read and agree to the University of Southern California [Tuition Assistance Benefit Plan](#) (the "TAB Plan") document, including the following key points:

1. Amendment

An Eligible Child of a qualifying former employee will remain eligible for tuition assistance benefits under the terms and conditions of the TAB Plan in effect when the qualifying former employee applies to use the benefit, including any changes to the terms and conditions of the TAB Plan that are adopted during the period in which the Eligible Child is using the benefit. The University reserves the right at any time or times to amend the TAB Plan to any extent and in any manner that it may deem advisable.

2. Tax Implications:

The former employee is responsible for any tax liability resulting from benefits provided under the TAB Plan to the former employee or their eligible dependents.

Tuition assistance provided to a former employee or their child under the TAB Plan is taxable and reportable as income unless (1) the former employee retired or terminated employment because of a permanent disability and (2) the benefit is for undergraduate coursework.

3. Repayment Obligations:

Immediate repayment of all or a pro-rated amount of tuition may be required if:

- the student ceases to be an Eligible Dependent during the semester/session;
- the student ceases to be in academic good standing;
- the student drops a class after the add/drop deadline or establishes a pattern of abuse as determined by the University;
- tuition assistance is applied to any ineligible tuition or fees or in violation of the TAB Plan.

Signatures:

| | | |
|----------------------|---------------------------|-------|
| _____ | _____ | _____ |
| Former Employee Name | Former Employee Signature | Date |

| | | |
|----------------|---------------------|-------|
| _____ | _____ | _____ |
| Dependent Name | Dependent Signature | Date |