

Yuma County Schools Tuition Reduction Program Employment Confirmation Form

Employee Information

Last Name	First Name	Middle Initial		NAU ID Number
Street	City	State	Zip Code	Cell Phone Number
Enrollment Term (e.g. Fall 2019; Spring 2019)				

Instructions:

1. Complete this form after you have been admitted to Northern Arizona University (NAU). This form must be submitted each semester in which you intend to enroll at NAU.
2. Include a copy of the following documents to verify your employment:
 - a. your driver's license
 - b. a recent employee pay stub
 - c. your employee badge or ID
3. Complete all sections. Any item left blank may delay the process of applying your tuition reduction.
4. To apply your tuition reduction to your NAU student account, send this form and documents to...

Email: EMSAEnrollment@nau.edu or

Address: Northern Arizona University
 Attn: EMSA Enrollment
 15451 N. 28th Ave
 Phoenix, AZ 85053

5. This form must be completed and verified prior to the tuition and fees payment deadline for the intended semester of enrollment (https://nau.edu/sdas/important_payment_dates/).
6. Submit this document to NAU no earlier than the dates listed below:
 - a. Fall Semester - July 1
 - b. Spring Semester - November 1
 - c. Summer Semester - April 1

Section A: Employment Information

Department/Job Title	Date of Birth	Employee ID

Section B: Employee Certification

By signing below, I certify, to the best of my knowledge, that the information in this document is true and accurate.

Employee Signature:	Date