**EMPLOYMENT VERIFICATION FORM**

The University of Bridgeport offers a 50 percent tuition discount for police officers, corrections officers, parole officers, members of the armed forces and veterans who have permanent residence in Connecticut, New York, or New Jersey. This discount applies to tuition charges only and eligibility must be verified by the employer each semester.

# PART A – TO BE COMPLETED BY THE EMPLOYEE

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EMPLOYEE INFORMATION** |  |  |  | **EMPLOYER INFORMATION** |
| EMPLOYEE NAME |  |  |  | EMPLOYER NAME |
| HOME ADDRESS |  |  |  | EMPLOYER ADDRESS |
| ADDRESS LINE 2 |  |  |  | ADDRESS LINE 2 |
| CITY, STATE, ZIP |  |  |  | CITY, STATE, ZIP |
| PHONE |  |  |  | PHONE |

UB STUDENT ID#

I understand the discount will not be applied to the student account until this form has been received and processed. The discount goes into effect the first semester after my employment has been verified or when I notify the University of eligibility, and it does not apply to previous semesters. I am responsible for notifying the University of Bridgeport of any changes in my employment status that could affect my eligibility for this discount.

EMPLOYEE SIGNATURE DATE

# PART B – TO BE COMPLETED BY THE EMPLOYER

I certify that the above named is currently employed at our organization and has been an employee since

 .

HIRE DATE (**MONTH/DAY/YEAR**)

NAME (PRINTED) TITLE

SIGNATURE DATE

*Completed forms should be sent to the University of Bridgeport’s Office of Admissions* ***prior to the start of the semester*** *to ensure proper processing.*

**University of Bridgeport | Office of Admissions**

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Fax: 203-576-4941

lproctor@bridgeport.edu

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