

# RE-CERTIFICATION for Verification of Employment for Tuition Waiver Exchange Program

Please complete and submit this to the Human Resources office for their verification at

humanresources@regent.edu

Print Employee Name: \_\_\_\_\_

Print Dependent or Spouse Name: \_\_\_\_\_

Print Employee Position: \_\_\_\_\_

Hire Date: \_\_\_\_\_

Circle one Tuition Waiver Program

CIC 2026-2027

TE 2026-2027

CCCU 2026-2027

Institution Name & State: \_\_\_\_\_

Circle one (as of Fall 2026)

Undergraduate Freshman

Undergraduate Sophomore

Undergraduate Junior

Undergraduate Senior

OR

Graduate Freshman/Sophomore

Graduate Junior/ Senior

Employee signature & date \_\_\_\_\_

Human Resources representative signature & date \_\_\_\_\_

Registrar's signature & date \_\_\_\_\_

*\*Return to registrar@regent.edu\**