

**TEXAS A&M INTERNATIONAL UNIVERSITY**  
**APPLICATION TO QUALIFY FOR RESIDENT TUITION BASED ON EMPLOYMENT**

**PROVISIONS GOVERNING NON-RESIDENT TUITION EXEMPTION:**

A new application must be submitted *each semester by the established census date.*

- A. Teachers and professors employed at least half-time on a regular monthly salary basis (not as hourly employees), by any Texas public institution of higher education, may pay the same tuition as a resident of Texas for themselves, their spouses, and their dependent children, regardless of the length of residence in the state if their effective date of employment is on or prior to the official census date of the relevant term(s).
- B. Teaching or research assistants employed at least half-time in a degree program-related position with an effective date of employment on or before the official census date of the relevant term(s), may pay the same tuition while attending the employing institution as a resident of Texas for themselves, their spouses, and their dependent children.

**OFFICIAL REQUEST- TO BE COMPLETED BY THE STUDENT**

I, \_\_\_\_\_, social security/student ID number \_\_\_\_\_, wish to apply for a non-resident tuition exemption beginning the \_\_\_\_\_ Semester of 20\_\_\_\_. I certify that I am qualified to apply for this exemption because of the following (check applicable item):

My employment with my major department at Texas A&M International University.

Employment of (circle one: parent or spouse) \_\_\_\_\_ by a public institution in the State of Texas.

Signature of Student \_\_\_\_\_

Date \_\_\_\_\_

**OFFICIAL CERTIFICATION -TO BE COMPLETED BY THE EMPLOYING DEPARTMENT**

I certify that \_\_\_\_\_, whose social security/student ID number is \_\_\_\_\_ is/will be employed \_\_\_\_\_% of full-time effective (date) \_\_\_\_\_ in the (where employed) \_\_\_\_\_ department in the position of (title) \_\_\_\_\_, and is paid on a (monthly/hourly basis) \_\_\_\_\_ for the following semester:

Fall \_\_\_\_\_ Spring \_\_\_\_\_ SSI \_\_\_\_\_ SSII \_\_\_\_\_ Spring Intersession \_\_\_\_\_ Winter Intersession \_\_\_\_\_

Signature of Department \_\_\_\_\_

Date \_\_\_\_\_

**APPROVAL BY HUMAN RESOURCES**

Employee's Name: \_\_\_\_\_

Hiring Institution: \_\_\_\_\_

Effective Dates of Employment: \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Human Resources Employee & Title

\_\_\_\_\_  
Signature of Human Resources Employee

Date \_\_\_\_\_

**Remit completed form to:**

**Undergraduate Students:** Office of Admissions, University Success Center Room 129.

**Graduate and Doctoral Students:** Office of Graduate Studies and Research, Student Center room 124.