

NORTHWESTERN STATE UNIVERSITY  
and  
WILLIS KNIGHTON HEALTH SYSTEM  
**REQUEST FOR REDUCED TUITION FORM**

**The employee: 1) completes the form, 2) obtains a signature from a WK Administrator that is authorized to confirm their Full Time employment, 3) Email the form in pdf signable format to the NSU Nursing and Allied Health Dean at DeanCONSAH@nsula.edu and 4) Submit the completed form EACH SEMESTER which the tuition reduction is being requested for to: NSU's Office of Scholarship**

Office of Scholarships  
261 Student Services Center  
Natchitoches, LA 71497

Fax – (318) 357-5420  
Email – nsufinaid@nsula.edu

**Employee Information:**

Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_ Last 4 digits of SS#: \_\_\_\_\_

**Reduction for online courses is being requested for:**      Fall \_\_\_\_ Spring \_\_\_\_ Summer \_\_\_\_

The following conditions apply to Willis Knighton employees who seek the NSU reduced tuition benefit:

- Must be a degree seeking student at NSU
- Must be employed on a full-time basis within the Willis Knighton Health System
- Must submit an application for admissions to NSU, meet all admission criteria for each respective program they wish to enroll, and pay appropriate fees.
- Are subject to normal admission, progression, dismissal, and graduation requirements for each respective program.
- Must adhere to NSU's policies and procedures.
- Are responsible for textbooks and other required resources for each course.
- Willis Knighton employees who enroll in specific undergraduate online programs at NSU ( BASAH, RT to BSRT, Post- Baccalaureate ICT, Post Baccalaureate MRI, and Post-Baccalaureate CT) during the current academic year will receive a 30% discount on the *NSU Undergraduate Online Hourly Flat Rate*. This rate can change each semester and is posted on NSU's website. Reduced costs only apply to online courses. Those enrolled in undergraduate courses with state approved course fees will also be required to pay all fees.
- Willis Knighton employees who enroll in specific graduate online programs at NSU (MSRS, MSN with Role Concentration in Education or Administration, or MSN to Educational or Executive Leadership DNP) during the current academic year will receive a 20% discount on the *NSU Graduate Only Hourly Flat Rate*. This rate can change each semester and is posted on NSU's website. Reduced costs only apply to online courses. Students enrolled in these graduate programs with state approved course fees will also be required to pay all fees.

\_\_\_\_\_  
WK Full-Time Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
WK Administrator Verifying Full-Time Employment

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Aimee Badeaux, Dean  
College of Nursing and School of Allied Health

\_\_\_\_\_  
Date

Northwestern State University does not discriminate on the basis of race, color, gender, religion, sexual orientation, national origin, disability, genetic information, age, pregnancy or parenting status, and veteran or retirement status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following individuals have been designated to handle inquiries regarding non-discrimination policies (i.e., Title IX): • Employees/Potential Employees – Veronica M. Biscoe, EEO Officer (318-357-6359) • Students – Frances Conine, Dean of Students (318-357-5286). For Americans with Disabilities Act (ADA) concerns, contact the Disability Support and Tutoring Director, Randy Washington, at 318-357-4460. Additionally, Northwestern complies with the Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Act. Information about NSU's campus security and crime statistics can be found at <http://universitypolice.nsula.edu/annual-security-report/>. Full disclosure statement: <http://universityplanning.nsula.edu/notice-of-non-discrimination/>.

Office use only:

\_\_\_\_\_  
Degree Program \_\_\_\_\_ Number of online courses