

DRAKE UNIVERSITY CAMPUS COMMUNICATION

August 29, 2008

To: Faculty and Staff

From: Susan K. Ladd
Director, Student Financial Planning

Re: Tuition Exchange "Export" Applications for 2009-2010

As you may be aware, Drake University participates in a Tuition Exchange program with approximately 575 institutions. The list of participating schools is available at <http://www.tuitionexchange.org>.

If you are the parent of a high school senior, have a college age dependent, or have a dependent currently receiving a Tuition Exchange benefit, it is time to begin planning for 2009-2010.

The Tuition Exchange benefit is limited to dependent children of Drake employees as defined by Drake University's Tuition Rebate policy. Application for Tuition Exchange export benefits can be made for both undergraduate and graduate programs at participating institutions. At Drake University, undergraduate export applicants will be given priority over graduate export student applicants.

If you wish to apply for Tuition Exchange consideration, print and complete the application found on the Human Resources website, <http://www.drake.edu/hr/forms>. 2008-2009 Tuition Exchange recipients are required to submit an application to be considered for renewal in 2009-2010.

All applications must reach the Office of Student Financial Planning by **Friday, October 10, 2008**. The applications will be verified for eligibility and ranked according to Drake University guidelines. Applications received after the deadline will be placed on the waiting list.

Drake University's Tuition Exchange Policy utilizes a point system to rank applicants according to their years of service and prior use of Tuition Exchange benefits. The point system is used to determine who will be approved for Tuition Exchange benefits when there are more applicants than there are available export spots.

Applicants will be notified of their status (approved/not approved) beginning November 17, 2008.

Please feel free to contact Brandy Eganhouse at X2906 with Tuition Exchange questions or for assistance in completing the application process.