

**EVANGELICAL LUTHERAN CHURCH IN AMERICA  
DIVISION FOR HIGHER EDUCATION AND SCHOOLS**

**TUITION EXCHANGE PROGRAM  
APPLICATION FORM**

Section A: To be completed by **EMPLOYEE (by April 15)**

Note: **First-year and transfer students** should attach a copy of this form with Section A completed with their application for admission. All applicants should also complete a financial aid form through CSS or ACT and have the results sent directly to the receiving institution.

Employee \_\_\_\_\_ [ ] Faculty [ ] Salaried  
College/University \_\_\_\_\_ [ ] Administrative Staff  
Position \_\_\_\_\_ [ ] Support Staff  
Student \_\_\_\_\_  
Will attend \_\_\_\_\_  
During the \_\_\_\_\_ academic year as  
A \_\_\_\_\_ (first-year, sophomore, junior, senior, other).

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Section B: To be completed by **SENDING INSTITUTION**  
(Deadline **May 1**)

Student would be eligible for the following tuition benefit if attending home institution:  
\_\_\_\_\_ % of home institution tuition

Comments:

Sending Institution: \_\_\_\_\_  
Tuition Exchange Officer \_\_\_\_\_  
Date \_\_\_\_\_ Phone \_\_\_\_\_

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Section C: To be completed by **RECEIVING INSTITUTION**

Maximum allowable benefit available to student \$ \_\_\_\_\_

Benefit provided by:

Federal Grant \$ \_\_\_\_\_  
State Grant \_\_\_\_\_  
Other \_\_\_\_\_

Total Tuition Benefit \$ \_\_\_\_\_

Receiving Institution: \_\_\_\_\_  
Tuition Exchange Officer: \_\_\_\_\_  
Date \_\_\_\_\_ Phone \_\_\_\_\_

When applicant's attendance plans are confirmed return by **May 30** to:

Division for Higher Education and Schools  
Colleges and Universities  
8765 West Higgins Road  
Chicago, IL 60631-4194