

UHD

Tuition Rebate Request Form

The Texas Education Code authorizes tuition rebates for students who complete baccalaureate degrees with no more than 3 credits in excess of those required for their degrees. The University of Houston-Downtown (UHD) will reimburse up to \$1,000 in tuition to UHD graduates who meet the following criteria:

1. Must have enrolled for the first time in an institution of higher education in the Fall 1997 semester or later.
2. Must be requesting a rebate for work related to a first baccalaureate degree received from a Texas public university.
3. Must have been a resident of Texas, must have attempted course work at a Texas public institution of higher education, and have been entitled to pay resident tuition at all times while pursuing the degree, and
4. Must have attempted no more than three hours in excess of the minimum number of semester credit hours required to complete the degree under the catalog under which they were graduated. Hours attempted include transfer credits course credit earned exclusively by examination, courses that are dropped after the official census date, for-credit developmental courses, optional internship and cooperative education courses, and repeated exclusively by examination. Courses dropped for reasons that are determined by the institution to be totally beyond the control of the student shall not be counted.

Student Information

Student's Name: Last: _____ First: _____ M.I. _____
Student's ID: _____
Current Address: _____
Graduation Date: _____
Degree Received: _____
Student Signature: _____ **Date:** _____

Office of Admissions and Records Certification

Student's Records Verify:

- Student was enrolled for the first time in an institution of higher education in the Fall 1997 semester or later.
 This is the first baccalaureate degree received from a Texas public university.
 Student has been a resident of Texas, has attempted course work at a Texas public institution of higher education, and has been entitled to pay resident tuition at all times while pursuing the degree.
 Student's records does not meet one or more of the above criteria. (Please indicate which criteria not met.)

Authorized Signature: _____ **Date:** _____

Degree's College / Department Certification

Student's Records Verify:

- Student has attempted no more than three hours in excess of the minimum number of semester credit hours required to complete the degree under the catalog under which they were graduated.
 Hours attempted include transfer credits, course credit earned exclusively by examination, courses that are dropped after the official census date, for-credit developmental courses, optional internship and cooperative education courses, and repeated exclusively by examination.
 Courses dropped for reasons that are determined by the institution to be totally beyond the control of the student shall not be counted.
 Student's records does not meet one or more of the above criteria. (Please indicate which criteria not met.)

Authorized Signature: _____ **Date:** _____

Office of Financial Aid Certification

Student's Records Verify:

- No outstanding Texas Guaranteed Student Loans.
 Student has an outstanding Texas Guaranteed Student Loan in the amount of : _____

Authorized Signature: _____ **Date:** _____

Business Affairs Certification

Student's Records Verify:

- No outstanding loans, ie emergency loans, book loans, etc., nor any other outstanding balance on account.
 Student has an outstanding loans or balance on account in the amount of : _____
 Amount of tuition charges paid by student net of financial aid: _____
 Tuition rebate is approved. Rebate amount is: _____

Authorized Signature: _____ **Date:** _____

Check Request Date: _____ **Check Number:** _____ **Check Amount:** _____