



Northeastern University
Human Resources Management

TUITION WAIVER PROGRAM
DEPENDENT CERTIFICATION FORM

Please print all information.

In accordance with the Northeastern University Tuition Waiver policy, I hereby certify that the student named below is:

- ☐ My unmarried son, daughter, stepchild, or legally adopted child and ***this student was claimed as a dependent on my most recent federal tax return.***
- ☐ The unmarried son, daughter, stepchild, or legally adopted child of my same sex spousal equivalent and ***this student was claimed as a dependent on the most recent federal tax return of my same sex spousal equivalent.***
- ☐ My unmarried son, daughter, stepchild, or legally adopted child who otherwise meets the definition of dependent, but who is not listed as a dependent on my most recent federal tax return due to a domestic relations order.

Dependent children must remain a dependent during their entire course of study.

Upon request, I agree to provide to HRM/Benefits a copy of the federal tax return verifying the dependent status of this student, or, if applicable, a copy of the domestic relations order verifying the dependent status of the student.

Employee's Signature

Date

Academic Term _____
(Fall, Winter, Spring, Summer 1 or Summer 2)

Academic Year _____

Student's Name

Student's NU ID

Student's Date of Birth

Employee's Name

Employee's NU ID

Department

Campus Mailstop

Campus Extension

Mail completed Dependent Certification Form and Tuition Waiver Form to *Human Resources Management, 250 Columbus Place* or fax to 617-373-7610. If additional information is needed you will be notified in writing.