

## Employee RECIPROCAL EDUCATION AGREEMENT

- Please note this form does not work for UI classes

Reciprocal Education Agreement for: Boise State University, Idaho State University,  
Lewis-Clark State College, College of Western Idaho

### PLEASE PRINT

Name of Employee: \_\_\_\_\_

Employee Vandal Number: \_\_\_\_\_

Semester Requesting: \_\_\_\_\_

Employee wishes to Attend: \_\_\_\_\_

(Please choose from the list above)

Course Number & Title: \_\_\_\_\_

Employee has been employed at University of Idaho since: \_\_\_\_\_

The reciprocal education agreement is available to University of Idaho employees on board appointment, half-time or greater, working at least five months and their spouses:

- ✓ Spouses of employees seeking a tuition reduction at reciprocal (not UI) Idaho institution should use the Employee Spouse Reciprocal Education Agreement form.
- ✓ The value of the tuition reduction received for graduate work is taxable income to the employee.
- ✓ Each Idaho institution under the jurisdiction of the State Board of Education shall determine the eligibility for their institution, this is subject to change at any time.

HR Benefit Specialist Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Date of Hire: \_\_\_\_\_