

**PACIFIC UNION CONFERENCE  
TUITION WAIVER AUTHORIZATION AND TRANSCRIPT RELEASE**

***This form is not an application to be admitted to La Sierra University or Pacific Union College.*** You must apply to La Sierra University or Pacific Union College as early as possible to avoid delay at registration time. Use one of the application forms from either La Sierra University or Pacific Union College in applying for admission.

An authorization form must be submitted for each term (quarter) of attendance.

Teacher \_\_\_\_\_  
First
Middle
Maiden
Last

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street or Box Number
City
State
Zip

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Enrollment for the year \_\_\_\_\_ **Indicate the number of hours you plan to take each quarter.**  
 Quarter:  Summer \_\_\_\_\_  Fall \_\_\_\_\_  
 Winter \_\_\_\_\_  Spring \_\_\_\_\_

Highest degree earned:  Bachelors  Masters  Specialist in Education  Doctorate

Degree earned from \_\_\_\_\_ in \_\_\_\_\_ Date \_\_\_\_\_  
Name of Institution

The above named teacher who is currently teaching and meets the provisions of the Pacific Union Conference *Education Code* Section E10-152 and is authorized to attend:

La Sierra University (check all that apply)	Pacific Union College (check all that apply)
<input type="checkbox"/> Remove certification deficiency including required undergraduate courses <input type="checkbox"/> Upgrade from Basic to Standard Certificate <input type="checkbox"/> Renew Standard Certificate <input type="checkbox"/> Upgrade from Standard to Professional Certificate <input type="checkbox"/> Renew Professional Certificate <input type="checkbox"/> Meet endorsement requirement in _____ <input type="checkbox"/> Meet CDC licensing requirements <input type="checkbox"/> Meet CDC credential requirements <input type="checkbox"/> Meet an approved M.A. degree or 5 <sup>th</sup> year program	<input type="checkbox"/> Remove certification deficiency <input type="checkbox"/> Upgrade from Basic to Standard Certificate <input type="checkbox"/> Renew Standard Certificate <input type="checkbox"/> Upgrade from Standard to Professional Certificate <input type="checkbox"/> Renew Professional Certificate <input type="checkbox"/> Meet endorsement requirement in _____ <input type="checkbox"/> Meet CDC licensing requirements <input type="checkbox"/> Meet CDC credential requirements <input type="checkbox"/> Meet an approved M.A. degree or 5 <sup>th</sup> year program

\_\_\_\_\_  
Signature of Superintendent of Schools/Designee

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Conference

\_\_\_\_\_  
School Where Employed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**FINANCIAL INFORMATION:** A scholarship to cover tuition and registration fees is given to teachers who are authorized to attend on-campus courses at either La Sierra University or Pacific Union College. This tuition waiver policy applies to all courses offered which will meet credential renewal requirements. **Each applicant is eligible for 12 quarter hours (Summer quarter through Spring quarter) per academic year of course work** up through the requirements for M.A. degree and/or professional certification in teaching, administration, counseling psychology, special education and child development. For additional information, see *Education Code* Section E10-152 for the policy governing attendance. **If a grade of "D" or "F" is received in a course, you may be charged tuition.**

**REGISTRATION INFORMATION:** Teacher must submit this form **and** the application form for La Sierra University or Pacific Union College. The teacher is responsible for verifying that registration has been confirmed. After obtaining the superintendent's signature, submit this form to the Office of the Registrar. The form may be emailed to: [registrar@lasierra.edu](mailto:registrar@lasierra.edu) at La Sierra University or to [studentfinance@puc.edu](mailto:studentfinance@puc.edu) at Pacific Union College **or** FAX the form to (951) 785-2447 at LSU or (707) 965-7615 at PUC. Please direct any questions to La Sierra University at (951) 785-2006 or Pacific Union College at (707) 965-6381.