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## Student Tuition Appeal – Employment

\_\_\_\_\_, a student at Clinton Community College is requesting a refund of their tuition for \_\_\_\_\_ due to employment reasons.

Please include the following information on business letterhead:

- Student's name
- Name of student's Supervisor or Human Resource Manager and phone number
- Reason employment has prohibited student from attending class
- State whether the change in the student's employment was mandated by the employer
- Please include any additional relevant information
- Signature of the student's Supervisor or Human Resource Manager

Please return