

# CREIGHTON UNIVERSITY

## FACHEX APPLICATION

### 2012-13 ACADEMIC YEAR

This information will be used to establish the employee's and student's eligibility for the FACHEX Program. Due to the limited number of FACHEX openings each academic year, not all FACHEX applications will result in awards.

This FACHEX application must be received in the Creighton University Registrar's Office no later than **December 1**, before the student's Fall Semester of enrollment at a participating FACHEX institution. Please print all responses legibly and completely.

#### EMPLOYEE'S INFORMATION:

Employee's Name \_\_\_\_\_ NetID \_\_\_\_\_

Position \_\_\_\_\_ Department \_\_\_\_\_ Campus Phone # \_\_\_\_\_

Employment Hire Date \_\_\_\_\_ Years of Continuous Employment at CU \_\_\_\_\_

Years of Full-Time Service \_\_\_\_\_ Years of Part-Time Service \_\_\_\_\_

Home Address \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_

#### STUDENT'S INFORMATION:

Student Name \_\_\_\_\_ Student SS # \_\_\_\_\_

Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

(if different than above)

Gender:  Male  Female

Date of Birth (mm/dd/yyyy) \_\_\_\_\_ Anticipated FACHEX Enrollment Semester & Year \_\_\_\_\_

**You are requesting** FACHEX eligibility as:

A New Freshman Undergraduate Applicant

A New Transfer Undergraduate Applicant  Renewal

Other (explain): \_\_\_\_\_

Please list those institutions for which FACHEX certification is desired. The student must meet the admission and FACHEX Program requirements and deadlines established at each FACHEX participating institution. For a list of participating institutions, consult the Registrar's Office webpage at <http://www.creighton.edu/Registrar>.

_____	_____
_____	_____
_____	_____

I hereby certify that my child, the student named above, meets the eligibility requirements, as outlined on this application, to receive benefits under the FACHEX Program. My signature below attests that the information on this Application is accurate and complete.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

UPON COMPLETION SUBMIT TO:

Creighton University

Registrar's Office

FACHEX/ Tuition Exchange Coordinator

2500 California Plaza

Omaha, NE 68178

OFFICE USE ONLY:

CERTIFICATION YEAR: \_\_\_\_\_

DATE OF CERTIFICATION: \_\_\_\_\_

# The Faculty Children Exchange (FACHEX) Program

The FACHEX Program was inaugurated in 1971 by the Academic Vice Presidents of the Association of Jesuit Colleges and Universities. It provides that the children of faculty, administrators, and staff at one Jesuit college may receive tuition remission at another participating Jesuit college. The following statements reflect the current policies and procedures.

## 1. Eligibility

The son or daughter of any faculty, administrator or staff member eligible for tuition remission at the parent's school is eligible to apply. A student may attend for less than the four years normally required for an undergraduate degree, and may apply for any of the four undergraduate years. Transfer for summer session enrollment only is excluded. The benefits are for full-time students only.

## 2. Procedures

- \* The student must submit a regular application for admission to the FACHEX-participating College involved. This must be done in accord with that college's regular admission requirements and procedure. Eligibility to participate in the FACHEX Program does not qualify a student for admission, nor does admission qualify a student for FACHEX tuition remission.
- \* The parent must complete the FACHEX application and submit it to the Registrar's Office by December 1 to Creighton's FACHEX Program representative, Mr. Dan O'Reilly. The Registrar will notify the FACHEX representative at the other institution of the student's eligibility as a FACHEX applicant.
- \* The receipt of a FACHEX tuition remission depends finally on the FACHEX openings available at a given college when the foregoing process is completed.
- \* The FACHEX applicant will be notified of the outcome by the FACHEX representative of the institution to which the student applied. Decisions will usually be made in February or March.

## 3. Restrictions

Not all Jesuit colleges are participating in the FACHEX Program, and there are some program restrictions (e.g., health sciences, nursing, and overseas studies are often excluded). No school is obligated to enroll more than three FACHEX students over the number it sends out. Hence, at times, one or more participating colleges may have no openings, and it may be impossible to forecast much in advance when openings will occur. Colleges do, however, aim to inform FACHEX applicants of their status by April 1.

Since the benefits are remission of tuition only, students are expected to pay all fees and room and board charges assessed by the "receiving" institution.