



FACHEX ELIGIBILITY FORM

Complete and return this form to the Human Resources Office. JCU employees must consult the Employee Handbook for eligibility requirements.

Employee Information

Name: _____ Banner ID: _____

Date of Hire: ____ / ____ / ____ Department: _____

Title: _____

Home Address: _____

Home Phone Number: (____) _____

Student Information

Name: _____ Social Security Number: _____

Date of Birth: ____ / ____ / ____ Date Student Planning to attend school: Spring/Fall 20____ - 20____

School(s) wishing to attend: _____

Is student currently enrolled at JCU or any school listed above? Yes No If Yes circle year: FR SO JR SR

If Yes please list _____

Do you claim student on tax return? Yes No

I _____ agree that all information that appears above is accurate as of ____ / ____ / ____.

(Print Name)

Signature _____ Date _____

Date

Human Resources Approval

Student Approved Yes No

If No, state reason for rejection _____

Human Resources Signature _____ Date _____

Date

Office Use Only

- Copy: Human Resources
- Personnel File
- Financial Aid