



American University School of International Service Employer Matching Fund Program Application

Semester: Spring ___ Fall ___ Summer (online programs only) ___ Year: _____

First Name _____ Last Name _____ AUID _____

SIS Program You Are Admitted To _____

Employer Name and Location _____

Job Title _____

Amount of Employee Educational Benefits available to you for Year 1 of your SIS Program:

\$ _____ Summer \$ _____ Fall \$ _____ Spring

To the best of your knowledge, is the same amount of educational benefits available to you for Year 2 of your SIS Academic Program and beyond? Yes ___ No ___

Type of Employee Educational Benefits (i.e. tuition support, books, fees) _____

Payment Method: _____ Paid to me upfront upon registration _____ Paid directly to the university
_____ Reimburse afterwards _____ Other, please specify:

What are the conditions associated with your educational benefits, if any? For example, does your employer require you to register for a certain number of credits or maintain a certain level of academic performance before reimbursing you?

Please ensure that all documents listed below are submitted to the appropriate SIS Office by **May 1 (fall admission) | November 1 (spring admission) | March 1 (summer admission for online programs only)**:

- Completed SIS Employer Matching Funds Program Application Form
- Official documentation from your employer, supervisor, or HR department confirming **1)** your status as an eligible employee at the organization in good standing, and **2)** documentation of the employee benefits available to you (with specific amount if available) starting in the first semester of your SIS Academic Program. Please note that if approved to receive SIS employer matching fund, you will be asked to provide final approval and evidence of funds (e.g. copy of check or direct deposit) from your employer.

Applicants for on-campus master's programs must email all documents to sisgrad@american.edu; applicants for online master's programs must email sisonline@american.edu. Please list "Employer Matching Fund Application Submission" in the email subject line.

About the SIS Employer Matching Program

Newly admitted SIS students can apply to have their employer educational benefits matched by SIS for **up to \$5,000** each year for a maximum of two consecutive academic years. The total SIS contribution will not exceed the maximum annual contribution from your employer and will be no greater than \$5,000 each academic year. Availability and amount of support is budget-contingent for each admission cycle. Priority consideration is given to students who have not been awarded other SIS merit funding. Please also note that students are responsible for ensuring that the employer benefit funding is remitted to American University. Students for on-campus programs should direct questions to the SIS Graduate Enrollment Management Office at sisgrad@american.edu or 202-885-1646. Students for online programs should direct questions to sisonline@american.edu.

Eligible Master's Programs:

- *Comparative & Regional Studies*
- *Development Management*
- *Ethics, Peace, & Human Rights*
- *Global Environmental Policy*
- *Global Governance, Politics, & Security*
- *Intercultural & International Communication*
- *International Affairs Policy & Analysis*
- *International Development*
- *International Economic Relations (including Quantitative Methods)*
- *International Peace & Conflict Resolution*
- *International Relations (online)*
- *Master of International Service (on-campus and online)*
- *United States Foreign Policy & National Security*