POTOMAC CONFERENCE CORPORATION
Human Resources
606 Greenville Avenue, Staunton, VA 24401
Office (540) 886-0771 | Fax (540) 904-0722
http://www.pcsda.org

EMPLOYEE TUITION ASSISTANCE APPLICATION

Please complete all information requested below to receive scholarship grants for dependent children. This form **must** be on file before the scholarship funds are sent to the educational institution.

Name	Age	Birth Date	Grade (K-12)	No. of College Semesters Completed	Denominational School Attending

My spouse is employed by: _____

Employee's Name (please print): _____

I have read the *Tuition Assistance for Dependent Children* (Policy T-4) and I meet the eligibility requirements.

Signature: _____ **Date:** _____

Please Return Form **by September 30** to:

Potomac Conference Corporation of SDA
Human Resources Department
606 Greenville Avenue
Staunton, VA 24401