



Third Party Designation Form

EMPLOYER TUITION GUARANTEE AGREEMENT



Thank you for supporting students at Washington State University (WSU). This form is used to document and approve a third-party financial guarantee for a student's educational expenses. Submission does not constitute acceptance of the guarantee until reviewed and approved by the institution.

Sponsoring Organization: _____

Student Name (Last, First): _____

WSU Student ID: _____

Term & Enrollment Instructions

Term(s) to Apply Funds (check one):

- Fall
 Spring
 Summer
 Academic Year _____

Enrollment Requirement (check one):

- Apply Sponsoring Organization funds if enrolled full-time at WSU
 Apply Sponsoring Organization even if enrolled less than full-time at WSU

***Important:** Charges not expressly listed above are the sole responsibility of the student.

Billing & Payment Terms

Payment Due: Payment is due upon issuance of invoice. Any excess funds will be returned to the Sponsor

Accepted Payments: ACH or Check

Guarantee Details

	Tuition & Fees
	Housing & Dining
	Other (Specify)
	Maximum Amount
	\$
	Per Academic Term
	Per Academic Year

Sponsoring Organization Information

Have you Sponsored a student at Washington State University previously? **Yes** or **No**

Sponsoring Organization Name: _____

Contact Name: _____

Address: _____

City/State/Zip: _____

Email Address: _____

Phone Number: (_____) _____

I confirm that the above organization guarantees payment under the terms stated in this form and attached documentation.

Authorized Signature: _____ **Date:** _____

Printed Name & Title: _____

Submission Instructions -

Please mail or email the completed form to:



WSU Bursar Office

Attn: TPG Desk

PO Box 641039

Pullman, WA 99164-1039



Questions? **509-335-1891** | bursar.guarantees@wsu.edu

WITHDRAWAL, ENROLLMENT, OR EMPLOYMENT CHANGES

University refund schedules apply. Enrollment or employment status changes do not release Employer responsibility for charges incurred during the covered term(s).

DURATION & EXPIRATION

This guarantee applies only to the term(s) listed above and automatically expires at the end of those term(s). Renewal requires a new form.

FERPA-LIMITED AUTHORIZATION

The Student authorizes disclosure to the Employer of tuition charges, billing statements, payment status, and enrollment verification related to sponsored term(s) only.

GOVERNING LAW

This agreement is governed by the laws of the State of Washington.