



## Memorandum of Understanding Tuition Discount Program

This Memorandum of Understanding (MOU) between the Azusa Pacific University School of Education (herein “School of Education”) located at 701 East Foothill Boulevard, Azusa, CA 91702 and the Perris Union High School District (herein “MOU Partner”) located at 155 East 4th Street, Perris, CA 92570, documents the commitment of both parties to enter into a mutually beneficial education and employee development partnership.

Through this MOU, the School of Education offers discounted tuition to employees of MOU Partner to provide access to professional preparation through certificate, credential, masters’, and educational specialist degrees.

### Agreements

1. MOU Partner employees shall receive a tuition discount of 10% on all School of Education programs and the Physical Education program in the School of Behavioral and Applied Sciences.
2. Tuition discounts will not be stackable with any other institutional aid available to School of Education students, but can be swapped out if the MOU Partner employee so chooses. For example, the MOU partner employee can choose to forego the tuition discount to receive a School of Education scholarship instead, but cannot receive both.
3. The School of Education may, at any time, require verification of current employee status of any MOU Partner employee receiving the above listed discount. Verification must be supplied directly from the MOU partner, not the student. Should the MOU partner not be able to furnish verification of employment for a student, the School of Education reserves the right to discontinue the discount for that student.
4. The Family Educational Rights and Privacy Act (FERPA) provides for the confidentiality of student educational records. The School of Education may not disclose to employers educational information nor permit inspection of an employee’s educational records without the written permission of the employee.
5. No other costs such as fees, books, software, travel, or incidentals are included in the discount.
6. Tuition and fees are charged according to the *Azusa Pacific University Graduate and Professional Catalog* in effect at the time of the student’s enrollment. Tuition and fees are subject to change.
7. MOU partner employees enrolled in the School of Education are billed directly by the University for tuition and fees. MOU partner employees are solely liable for payment of all

tuition and fees, regardless of financial aid or MOU Partner tuition remission/reimbursement policies.

8. MOU Partner offers opportunities for the University to promote programs and recruit students. The promotion and recruitment process shall include on-site information meetings up to two times per year and advertisements as approved by the MOU Partner; use of MOU Partner logo in University promotions and on the University website; and other means of promotion and recruitment mutually supported by the University and MOU Partner.
9. Any proposed marketing projects to be conducted by the University related to the tuition discount program involving the MOU Partner will be approved or denied by the MOU Partner within ten (10) business days. MOU Partner's written request to use the University's name, logo, or information about the tuition discount program will be approved or denied by the University within ten (10) business days.
10. This MOU is signed for an initial period of one (1) year. The Agreement may be renewed annually upon mutual consent expressed in writing by the MOU Partner and the School of Education for up to four (4) additional one (1) year terms.
11. It is understood and agreed that the School of Education and MOU Partner may amend or extend this MOU by written amendment, provided such revisions or modifications are mutually agreed upon.
12. This MOU contains the entire agreement between the Parties and supercedes all prior or written or oral agreements with respect to the subject matter herein. Any modification to this MOU must be in writing signed by each of the Parties.
13. The undersigned individuals hereby represent that they are authorized to execute this MOU on behalf of their respective organizations.
14. This MOU will become effective on the date of the last signatory to the agreement.
15. This agreement may be executed in one or more counterparts, all of which shall constitute one and the same document. Counterparts may be exchanged by facsimile or email. Each counterpart, whether an original signature or a facsimile copy, shall be deemed an original as against any Party who signed it.

Agreed by: Azusa Pacific University

Agreed by:

Signature:

Signature:

Name: Dr. Anita Henck

Name:

Title: Dean, School of Education

Title:

Date:

Date: