



CITY OF PITTSBURGH EMPLOYER VERIFICATION FORM

Graduate and adult undergraduate students at Carlow University who are employees of the City of Pittsburgh – or the spouse/partner of an employee of the City of Pittsburgh – may qualify for a **20% tuition discount**. This discount does not apply to the RN-BSN program, respiratory care degree completion program, M.Ed. in Secondary Education, or any other program that already has a discounted tuition. This discount cannot combine with any other discounts.

This form should be submitted to the Office of Admissions at Carlow University as soon as possible to verify eligibility, and no later than when you register for your first semester classes. It must be completed and furnished upon request in subsequent semesters.

TO BE COMPLETED BY THE STUDENT

Name _____ ID # or SS # _____
Program of Study _____

TO BE COMPLETED BY THE EMPLOYEE

Name _____ Relationship to Student _____
Title/Position with the City of Pittsburgh _____

TO BE COMPLETED BY HUMAN RESOURCES

This section should be completed by an authorized City of Pittsburgh human resources representative.

Name _____ Phone _____
Title/Position _____ Email _____

By signing below, I hereby certify that the individual listed above is an active employee in good standing.

Employer’s Signature

Date

Please submit completed form via one of the following methods:

By Mail: Carlow University
Office of Admissions
3333 Fifth Avenue
Pittsburgh, PA 15213

By Fax: 412.578.6321

By Email: admissions@carlow.edu