



# REND LAKE COLLEGE

468 NORTH KEN GRAY PARKWAY

INA, ILLINOIS 62846

(618) 437-5321

www.rlc.edu

## Resides Out of District/Works In District

Out-of-district students must be employed prior to the start of the semester and intend to continue employment during the semester by a business/industry located within the Rend Lake College district to qualify for in-district tuition rates. Illinois law requires that a worker must be employed a **minimum of 35 hours per week** to be eligible. This form must be completed each semester for which the employee would like to use this benefit.

### To be completed by student/employee:

Print Name of Employee/Student \_\_\_\_\_ RLC ID# \_\_\_\_\_

Program of Study/Major \_\_\_\_\_ Semester and Year \_\_\_\_\_

Employee/Student Address \_\_\_\_\_

Signature of Employee/Student \_\_\_\_\_ Date \_\_\_\_\_

### To be completed by employer:

Employee Name \_\_\_\_\_

Employee Address \_\_\_\_\_

Employee Job Title \_\_\_\_\_ Hire Date \_\_\_\_\_ # Hours Employee Works Per Week \_\_\_\_\_

Company Name \_\_\_\_\_ Company Telephone Number \_\_\_\_\_

Company Address \_\_\_\_\_

Print Name of Company Official \_\_\_\_\_ Title \_\_\_\_\_

Signature of Company Official \_\_\_\_\_ Date \_\_\_\_\_

Return this completed form to the Office of Student Records, Rend Lake College, 468 N. Ken Gray Parkway, Ina, IL 62846, prior to the beginning date of the student's course(s).