

TUITION ASSISTANCE—DEPENDENT SPOUSE/DOMESTIC PARTNER CERTIFICATION

For spouses or registered domestic partners taking undergraduate classes

Must complete one form per semester/session

Return via email to payroll@usc.edu

Year: **Semester:** Fall Spring Summer

Employee name

10-digit USC ID

7-digit employee ID

Student name

Student 10-digit USC ID

See TUITION ASSISTANCE FOR YOUR FAMILY at <http://employees.usc.edu/tuition-assistance-family/>

SELECT ONE

Legally married spouse

I certify:

1. The student named above is my legally married spouse and I have submitted the documentation to verify the marriage to the Office of Benefits Administration.
2. I am not legally separated from the student named above.

Registered domestic partner

I certify:

1. The student named above is my registered domestic partner and my federal tax dependent and I have submitted the documentation to verify the domestic partnership to the Office of Benefits Administration.
2. Our domestic partnership has not been terminated.

I understand that a false certification about the student's dependent spouse status could result in tax penalties, and I agree to notify the university of any change to this tax status.

I understand that tax reporting and withholding will take place as follows:

Spring semester . . . February, March, April

Summer sessions . . . July, August, September

Fall semester October, November, December

Employee signature

Date