

# Yeshiva University

## Graduate Level Course Job Related Designation Form

If you wish to declare that your proposed graduate level course is job-related and should be exempt from taxation on that basis, please have this form completed by both you and your supervisor. **Please complete one (1) form per course.** Return this form along with your tuition remission application to the Office of University Benefits. If the form is not received by the Add/Drop Deadline of the current semester, you will be taxed accordingly.

**If your course is NOT found to be job-related based on your superintending duties, the course will be considered taxable compensation subject to withholding taxes. Submitting this form does NOT guarantee tax exemption.**

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### Employee Information (please print)

Name \_\_\_\_\_

Position \_\_\_\_\_

Department \_\_\_\_\_

Phone # \_\_\_\_\_

Date of Hire \_\_\_\_\_