



Student Tuition Appeal – Employment

_____, a student at Clinton Community College, is requesting a refund of their tuition for _____ due to employment reasons.

Please include the following information on business letterhead:

- Student's name
- Name of student's Supervisor or Human Resource Manager and phone number
- Reason employment has prohibited student from attending class
- State whether the change in the student's employment was mandated by the employer
- Please include any additional relevant information
- Signature of the student's Supervisor or Human Resource Manager

Please return by mail, fax or email to:

Clinton Community College
46 Beekman Street
Plattsburgh, NY 12901
Attention: Tuition Appeal Chair – Holly Barcomb, Bursar

Fax: (518) 562-4367

Email at holly.barcomb@clinton.edu

Questions can be addressed by calling Holly Barcomb at (518) 562-4134.