

**Frederick County Public School Non-Benefitted Employee
Enrollment Form - Mount St. Mary's University**

All employees of the Frederick County Public Schools are eligible to receive a 20% discount when they enroll in any of the following graduate or adult undergraduate programs at Mount St. Mary's University. Non-benefitted employees must submit this completed form to the **FCPS Department of Human Resources** for any class(es) for which they wish to receive the discount. The form must be received **no later than the first week of the class(es)** listed.

FCPS Employee Name: _____ FCPS ID: _____

MSMU Student ID: _____

MSMU Student Enrollment Status (*circle one*): Degree student Non-Degree Student

Program of study:

Enrolled in one of the following graduate programs:

- Master of Educ. in Reading
- Master of Educ. in Technology Facilitation
- Master of Educ. in Instructional Leadership
- Master of Arts in Teaching
- Cert. of Advanced Study in Reading
- Master of Business Administration
- Master of Health Administration
- Master of Business Administration (excludes the one-year MBA program)
- Master of Science in Sport Management
- Post-Baccalaureate Certificate Program

Enrolled in one of the following adult undergraduate programs:

- Accounting
- Elementary/Special Education
- Business
- Human Services
- Criminal Justice

Current Term: Fall (*August-December*) Spring (*January-May*) Summer1 (*May-June*) Summer2 (*July-August*)

Term courses to receive the MSM-FCPS Discount:

Number: _____ Name: _____

Number: _____ Name: _____

Number: _____ Name: _____

Number: _____ Name: _____

Additional financial information:

Students who have been accepted into a degree program and are enrolled on at least a half-time basis at Mount St. Mary's may be eligible to receive federal and/or state financial aid in addition to the MSMU-FCPS discount. The student must complete the Free Application for Federal Student Aid (FAFSA). For additional information, contact the Mount's Financial Aid Office at 301-447-5207 or finaid@msmary.edu. All other payments must be made to the Mount's Accounting and Finance Office. Questions related to billing statements and payment arrangements can be directed to 301-447-5353 or acctsrec@msmary.edu. Additional information about any of the programs, including costs, can be found at www.msmary.edu/adult.

Statement of Understanding:

By signing below, the FCPS non-benefitted employee understands that 1) this form must be completed for each class(es) for which the employee wishes to receive the 20% MSMU-FCPS discount; 2) this form must be submitted no later than the first week of the class(es) listed above; 3) the employee is responsible for all other costs associated with the program; and 4) the employee must meet all other academic requirements to be accepted and remain eligible to continue in any degree program.

Signature: _____ Date: _____

