

**Policy Title:** Draft Order of Business Office Discounts Policy

**Date Created:** 3-12-2009

**Review Date:**

**Policy Number:** Bus-4

**Body of Origin:** Finance Committee

**Review Authority:** Board of Directors

**Purpose:** To provide a logical, systematic discount system that facilitates an orderly and consistent accounting of TRWS Discount amounts by type and year..

**Policy Details:** Various discounts that TRWS allows to Gross Tuition amounts shall be applied in the following order:

1. Employee Tuition Remission (see TR Policy Bus-7)
2. Sibling Discount (see Sib Disc. Policy Bus-2)
3. Tuition Adjustment (see TA Policy Bus-3)
4. Cash Discount (see Payment Plans Policy Bus-6)

**Related Policies and References:** Employee Tuition Remission Policy (Bus-7), Tuition Adjustment Policy (Bus-3), Sibling Discount Policy (Bus-2), Payment Plan Policy (Bus-6)