



501(c)(3,6) CERTIFICATION OF EMPLOYMENT 2020-2021

**Please attach necessary documentation.
We are unable to process incomplete or unsigned forms.**

To be completed by the Concordia student:

I certify that I currently am a full time, paid employee of a registered 501(c)(3) or 501(c)(6) corporation and will continue to be for the rest of the academic school year. I understand that if I do not remain employed as a full time, paid employee of a registered 501(c)(3) or 501(c)(6) corporation during this academic year, I will not be eligible for the MBA Non-Profit Grant.

I also understand that I will need to reapply for the MBA Non-Profit Grant each academic school year by completing the 501(c)(3,6) Certification of Employment Form.

Print Full Name

Student ID (B00xxxxxx)

Student Signature

Date

Documentation to be provided by the student:

1. A copy of the 501(c)(3) or 501(c)(6) Letter of Determination from the IRS for the not-for-profit corporation.
2. Written verification of full time, paid status.
 - The letter must be:
 - A. on the corporation's official stationary
 - B. signed by one of the parties below:
 - the student's direct supervisor
 - a Human Resources representative
 - a member of the Board of Directors

Please contact your Admissions Counselor/Student Central with any financial aid questions.

Student Financial Services
11400 Concordia University Drive
Austin, TX 78726-4141

Student Central Phone: 1.512.313.4700
Student Financial Services Fax: 1.512.313.1670
Email: financialaid@concordia.edu