

# Business Educational Service Agreement



**RETURN THIS FORM IN PERSON  
WITH COMPANY ID OR PAYROLL STUB TO:  
Welcome and One Stop Center – B114  
19351 West Washington Street • Grayslake • Illinois • 60030-1198  
Phone: (847) 543-2061 • Fax: (847) 543-3061**

Name: \_\_\_\_\_ CLC ID# \_\_\_\_\_

This statement confirms the above named individual is employed full-time (35 hours or more per week) at the Lake County company location indicated below. Students participating in the Business Educational Service Agreement must be/have been employed at the in-district company/organization since the beginning of the semester.

Enrollment Term: ☐ Fall ☐ Spring ☐ Summer Enrollment Year: \_\_\_\_\_

Name of Company/Organization: \_\_\_\_\_

Company/Organization Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postal: \_\_\_\_\_

Name of Authorized Representative (please print): \_\_\_\_\_

Title of Authorized Representative: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
(Authorized Representative Signature)

\_\_\_\_\_  
(Date)

To qualify for in-district tuition, students must submit a completed form, along with either a company ID or payroll stub to the Office of Admissions and Records.

This form is reserved for use by employees who reside outside of the College of Lake County district. In addition, au pairs working for a family that resides in Lake County should request that their host family complete this form in order to receive in-district tuition rates.