



Housing Pre-Payment Waiver Request Form

In accordance with the waiver policies in use by the Office of Undergraduate Admissions, the Housing & Residential Education will consider the waiver of the \$200 housing pre-payment required for each application submitted. The current Admissions thresh hold for the 2009-10 academic year is an Estimated Family Contribution (EFC) of \$1,500 or less to qualify for the tuition deposit waiver.

A student interested in applying for a waiver of the \$200 housing pre-payment fee needs to do so in writing. All decisions will be sent certified mail to the student at the address provided on this form.

Your request needs to be as detailed as possible and include this form along with supporting documentation for the following questions:

- What application are you requesting the waiver for?
- What extenuating circumstances led to the situation you are currently in?—Please include documentation to support your claim (i.e. EFC amount on financial aid report).
- Why should Housing and Residential Education make an exception to you based on the information you have provided?

Applicant Name: _____ Applicant Signature: _____

Applicant U#: _____ Date: _____

Mail Committee Decision to (please print clearly):

(For Office Use Only)

Waive Fee for Application Term _____

Decision: _____
Date: _____

Committee Notes and Rationale:

Additional Information Needed:

