

STUDENT FEES WAIVER INFORMATION SHEET

2010 Fall

All registered students are assessed activity and recreation fees. Mandatory fees are set by the Vanderbilt Board of Trust and are billed through the Office of Student Accounts. Activity and Recreation fees are mandatory fees that are a part of registration. **You will be granted a waiver of these fees only if:** (1) you are a part-time student enrolled for four or fewer credit hours (including audit credit), or (2) you are a student residing outside a circle of approximately sixty miles from the Vanderbilt campus as determined by zip codes. Graduate students carrying thesis or dissertation hours are considered full-time students and are therefore not eligible for a waiver of fees based on part-time status. **ALL students** (including Grad Students) who want to obtain a waiver for distance, must petition the **Student Fees Waiver Committee** in writing to receive consideration for a waiver of these fees.

All students eligible for a waiver of student fees must petition for a waiver by August 18th for the fall semester. **A late charge of \$10 will be assessed to eligible students who apply after this deadline. No waivers will be granted if forms are received after the last day of classes in a semester. No waivers will be granted for prior semesters. No waivers will be granted to part-time or full-time staff who have access to other facilities – unless they meet the criteria for a waiver.** If you have any questions about the waiver process, call (615) 322-3963 between 9 AM and 4 PM or email waiverscommittee@vanderbilt.edu.

Approved waivers may not be reflected as a credit on your student account until the second billing of the semester. Applicable late payment fee(s) will be removed for approved waivers. **Please note that there is NO waiver of the summer student fees.** Additional waiver information sheets are available in the offices of the college/school registrars and from the Waiver Committee.

In some rare cases, waivers may be granted if exceptional circumstances apply. Each request will be reviewed by the Student Fees Waiver Committee, and petitioners must apply each semester. **No waivers will be granted on the grounds that a student does not have the time, inclination or financial means to make use of the facilities, services, or programs at Vanderbilt.** To request a waiver form for exceptional circumstances, please call (615) 322-3963 between 9 AM and 4 PM or write or email to the contact information below. All requests for waivers for exceptional circumstances must be received by August 18th for the fall semester or a late fee will be assessed.

STUDENT FEES WAIVER COMMITTEE

Vanderbilt University
PMB 406206
2301 Vanderbilt Place
Nashville, TN 37240-6206
Ph: 615-322-3963
Fax: 615-343-8199

waiverscommittee@vanderbilt.edu

STUDENT FEES WAIVER REQUEST FORM 2010 Fall

Please Type or Print:

NAME _____ LAST 4 DIGITS SS# _____
Last First

SCHOOL _____ HOURS ENROLLED _____

STATUS: ____ Undergraduate ____ Graduate ____ Professional

ADDRESS _____

CITY _____ STATE _____ ZIP _____

WAIVER REQUEST FOR: ____ 2010 Fall

REASON FOR WAIVER REQUEST:

IMPORTANT NOTES:

- 1) Any waiver request form not received by August 18th for the fall semester will be assessed a late fee of \$10. *Late fees will be enforced.* No waivers can be granted if forms are received after the last day of classes in a semester. No waivers will be granted for prior semesters. Unfortunately, the Waiver Committee cannot consider claims that a petition was sent and lost.
- 2) No waivers will be granted on the grounds that a student does not have the time, inclination or financial means to make use of the facilities, services, or programs at Vanderbilt. No waivers will be granted to part-time or full-time staff who have access to other facilities – unless they meet the criteria for a waiver.
- 3) If requesting a waiver for a medical reason, please have your doctor send verification to Dr. Louise Hanson, Director of Student Health, Vanderbilt University, Zerfoss Building MCN, Nashville, TN 37232-8710 by fax to 615-343-0047 or by email to louise.hanson@vanderbilt.edu. Dr. Hanson will inform the Waiver Committee of her recommendation.

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