



STUDENT REQUEST FOR A GRADUATE CLASS FEE WAIVER

Your completed form is due in the Office of Graduate Education 1516 Peoples Avenue by the end of the fifth week of each semester. Requests for exceptions to the deadline will not be approved.

The Graduate CLASS Fee Waiver is for those students who will not live within a 25-mile radius of the Rensselaer Campus during the time period of the requested waiver. If a waiver is approved, the student and his or her dependents may not use any program, service, or event supported by the Graduate CLASS Fee unless it is open for the public.

Please fill out one request per semester and attach a copy of your Bursar's bill.

I have read the information on this form concerning waiver of the Graduate CLASS Fee and understand the conditions of this waiver. I request the following waiver:

Fill out all bolded areas

Waiver for: **Fall** _____ **Spring** _____ **Year** _____

Indicate Degree: **MS** _____ **PhD** _____ **Program:** _____

Comments: (please indicate the reason for waiver request – out of state, work full-time, on co-op, full-time residence outside of 25 radius, etc.)

Date _____ **Signature** _____

Citizenship _____ **RIN** _____ **Typed or printed name** _____

Current Address _____

If moving, _____
new address, _____
effective date _____

Current phone number _____

PLEASE ATTACH PROOF OF RESIDENCY
(example: utility bill, lease agreement)

For Rensselaer Administrative Offices only

Request for waiver of Graduate CLASS fee is: _____ Approved _____ Denied

Semester and year waiver is effective: _____

Comments: _____

Date _____ Dean of Graduate Education _____