

Fee Waiver Request Form

All Flagstaff campus students are required to pay mandatory fees (Health and Recreation, Student Activity, Green, and ASNAU fees). If a student is seeking a degree and/or has more than one class on the Flagstaff Campus, they are ineligible for a waiver. Waivers are considered only if the following criteria are met:

- 1) Student is not seeking a degree and is only registered for one class

OR

- 1) Student does not attend classes on the Flagstaff Campus, **AND**
2) Student's residence is more than 50 miles from Flagstaff

Documentation required and attachment(s) needed:

- Lease agreement
 Copies of utility bills
 Or other proof that the waiver committee finds sufficient

OR

- 1) The student's academic obligations* keep him/her more than 50 miles from campus for more than 20 hours per week for the length of the academic semester and student does not take classes on the Flagstaff Campus.

Please check applicable obligation below:

- Research
 Internship
 Student teaching
 Flagstaff campus student attending "in-person" classes at an extended campus, more than 50 miles from Flagstaff, for the duration of one semester

*If your obligation is employment, research, internship or student teaching, you must provide documentation from your supervisor and return it with this form.

*If you are a Flagstaff campus student attending classes at a distance location for one semester, we will verify your enrollment in Louie.

Information needed:

Name

Empl ID (NAU ID)

Current Address (Include City, State, ZIP)

Phone

Email Address

All requests and documentation must be received by the Office of Student Affairs no later than the end of the 5th week of each fall and spring semester, or 2nd week of summer semester. Mail, hand deliver, or email as an attachment the fee waiver request form and documentation to:

Office of Student Affairs
PO Box 4093
Flagstaff, AZ 86011

Flagstaff campus location: University Union / Bldg 30, Room 102

Email address: Student.Affairs@nau.edu