

# UIS APPLICATION FEE WAIVER

---

## GUIDELINES

Recognizing that the Application Fee may constitute a barrier to some students seeking admission to the University of Illinois at Springfield, the University has developed a procedure for requesting a waiver of the fee. Its criteria reflect the principles used to request waiver of the ACT and SAT fees.

## Eligibility Requirements

To qualify for waiver of the application fee, students must demonstrate economic need by meeting one or more of the following indicators:

- Applicant's family receives public assistance.
- Applicant is a ward of the state.
- Applicant resides in a foster home.
- Applicant participates in the free or reduced lunch program at the school.
- Applicant's total family income is at or below the maximum amounts established by the Bureau of Labor Statistics Low Standard Budget.
- Applicant qualifies for an ACT/SAT fee waiver.

Other criteria:

- Applicant has filed a FAFSA for determination of economic need.
- Applicant is a full-time employee of the University of Illinois.
- Applicant is a veteran.

## Procedure

If your school already has a form, your guidance counselor may use that form. If you need a form, it is available on the UIS Website at <http://www.uis.edu/admissions/FAQ.html>.

The completed request is valid only if it is signed by **both** the applicant and a high school counselor or school representative who can verify economic need.

If you are requesting a fee waiver under the other criteria, you do not need to have a school/agency official sign the completed request. If you are no longer in high school, you may also use information from the FAFSA for the upcoming academic year, once it has been filed and received by the UIS Office of Financial Assistance.

Incomplete requests cannot be processed. This form requires a signature, and therefore cannot be submitted electronically.

The completed waiver request should be sent to:

University of Illinois at Springfield  
Director of Admissions  
One University Plaza, MS UHB 1080  
Springfield, IL 62703-5407

# UIS APPLICATION FEE WAIVER REQUEST

---

To qualify for waiver of the application fee, students must demonstrate economic need by meeting one or more of the following indicators (please check all that apply):

- Applicant's family receives public assistance.
- Applicant is a ward of the state.
- Applicant resides in a foster home.
- Applicant participates in the free or reduced lunch program at the school.
- Applicant's total family income is at or below the maximum amounts established by the Bureau of Labor Statistics Low Standard Budget.
- Applicant qualifies for an ACT/SAT fee waiver.

Other (do not require school/agency signature):

- I have filed a FAFSA for determination of economic need.
- I am a full-time employee of the University of Illinois.
- I am a veteran (DD-214 is attached).

## CERTIFICATION:

Applicant's Name (please print): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

***I certify that one or more requirements have been met.***

School/Agency Official Name (please print): \_\_\_\_\_

Name of School/Agency: \_\_\_\_\_

Signature School/Agency Official and Date: \_\_\_\_\_

