STUDENT REQUEST FOR A WAIVER

This form, when fully completed, is due in the Rensselaer Union Administration and Student Activities Office (Room 3702, Rensselaer Union – Fax: 518-276-6920/Phone: 518-276-6505) by the end of the fifth week of each semester. If submitted later, indicate reason(s) in the comments section below.

Activity Fee Waivers are 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 facility of the Rensselaer Union, 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 Activity Fees and understand the conditions of this waiver. I request the following waiver:

Fill out all bolded areas.

Semester and Year Waiver is to be effective: (one semester only)

My student status for the effective period of the waiver will be:

_____ Regular circle one Full time, Part time, Degree Completion or _____ Continuing Studies

_____ Degree pursuing (examples: BS, MS, PhD)

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

Date Completed

Signature

Current Phone Number

Citizenship

Student ID number

Typed or printed name

Current Mailing Address (Street, City, State, Zip, Country)

If you are moving soon, please provide your new address.

Effective Date for New Address

For Rensselaer Union Administration and Student Activities Office Only

Request for waiver of activity fee is: _____ approved _____ denied

Semester and year waiver is effective:

Other:

Comments:

Date

Director of Rensselaer Union or designee

Copies to: Bursar, Rensselaer Union Administration and Student Activities Office, Student

O:admin/activi/waiver.doc

Form available for download at union.rpi.edu/finance