



University of California
Santa Barbara

REQUEST FOR FEE WAIVER

Office of the Registrar
University of California, Santa Barbara
Santa Barbara, CA 93106-2015

Registration@sa.ucsb.edu
http://www.registrar.ucsb.edu

Requests for a fee waiver must be submitted during the fiscal year in which the fees were incurred. Any petitions or documentation submitted outside of this time frame will not be considered. The fiscal year begins on July 1 and ends on June 30 of the following calendar year.

Instructions:

1. Read the information below. If the situation meets the criteria noted, complete this petition.
2. Obtain verifying signatures and attach supporting documents.
3. Submit the signed, complete petition to the Office of the Registrar.

Directive from the President of the University, June 26, 1963

Student fines and penalties are waived under the following regulation:

1. The decision to waive a specific student fine or penalty shall be the sole responsibility of the office assessing that fine or penalty.
2. Student fines and penalties shall be waived only if they result from action or inaction on the part of the University, not the student. Additionally, a waiver should be granted to each student whose failure to act was caused by a sudden and debilitating illness or accident.

Name _____ Perm _____
Last First Middle

Address _____
Street City State Zip

U-Mail _____ Phone (____) _____

Action Requested:

Waiver of \$3 Schedule Adjustment fee for: Fall _____ Winter _____ Spring _____
Year Year Year

Waiver of \$250 Retroactive Registration fee for: Summer _____
Year

Reason for the request:

NOTE – If the request is not due to University error, provide details of the circumstances and attach supporting documents.

Student Signature _____

Date _____

NOTE – If the request is due to University error, a representative must sign and attach written justification to this form.

Representative's Name and Title _____

Dept _____

Representative's Signature _____

Date _____

<i>Office of the Registrar Use Only</i>	
Recommendation _____	Committee Decision: <input type="checkbox"/> Approved <input type="checkbox"/> Denied
Code _____	Date _____ Initials _____

