



## 2017-2018 Hardship Waiver Policy and Guidelines

### 1. Tuition Increase Policy

The Hardship Waiver includes the **academic excellence fee** in the amount of \$120.00 per semester and the **operational fee** of \$62.00 per semester as allowed under LRS 17:1855.1 and LRS 17:3351 (d) (ii)17:3351(a)(5)(e), respectively and the **building use fee** of \$48.00.

The waiver shall not exceed two hundred thirty dollars (\$230.00) per semester for undergraduate students and two hundred thirty dollars (\$230.00) for graduate students.

### 2. Waiver Policy

Prior to imposing any increase or increases in tuition or mandatory attendance fee amount, or both, established pursuant to the provisions of this subparagraph, each management board shall establish criteria for waivers of such increase or increases in cases of financial hardship. Information about such waivers and the criteria and procedures for obtaining a waiver shall be made available to all prospective students affected by the increase or increases in a timely manner such that the prospective student can be aware of the increase or increases and the availability of waivers thereto prior to the student having to make any final decision concerning attendance at the college or university. **This is a one-time waiver for Fall 2017 and/or Spring 2018 semesters and will expire on May 11, 2018.**

### 3. Eligibility Criteria

Students eligible to apply must:

- a. Be a Louisiana resident.
- b. Have full-time enrollment status.
- c. Apply for federal financial aid using the Free Application for Federal Student Assistance (FAFSA) and have requested all types of available federal assistance.
- d. Have a valid FAFSA on file in the Financial Aid Office reflecting an annual Expected Family Contribution (EFC) of zero (0) for the current academic period.
- e. Have accepted all types of financial aid offered.
- f. Meet all Satisfactory Academic Progress policy standards for receipt of federal financial aid.
- g. Not be the recipient of another form of fee exemption or waiver. Examples: National Guard, Title 29, Title 33, Faculty/Staff, etc.
- h. Not have tuition paid by another state or external agency or scholarship program. Examples: Vocational Rehabilitation, ROTC Scholarship, TOPS, etc.

**NOTE:** If additional aid is received after the waiver is granted, the waiver will be cancelled.

#### **4. Guidelines for Waiver**

Southern University at Baton Rouge offers waivers to Louisiana resident students who demonstrate financial hardship caused by the increase in tuition and/or fees effective Fall 2017 semester. Procedures have been established to provide waivers to eligible students in the amount of increased tuition and/or fees. Any student who wishes to apply for the waiver during the 2017-2018 academic year must complete a Tuition Hardship Waiver Request Form, which will be submitted to the Office of Finance and Administration.

The Tuition Increase Hardship Request Form is attached to this policy.

#### **5. Timelines**

Students must complete and submit a Tuition Increase Hardship Waiver form to the Office of the Vice Chancellor for Finance and Administration located on the 3rd floor of the J. S. Clark Administration building by the close of business on September 1, 2017 for Fall 2017 and February 2, 2018 for Spring 2018.

# HARDSHIP WAIVER REQUEST FORM

Student's Name \_\_\_\_\_ Student ID: \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
Telephone#: \_\_\_\_\_ E-Mail Address \_\_\_\_\_

In order to qualify for the Hardship Waiver you must:

- Be a Louisiana resident
- Have full-time enrollment status
- Meet the Satisfactory Academic Progress Policy
- Have EFC of Zero for the current academic period
- Have a FAFSA on file in the Financial Aid Office
- Have accepted all types of financial aid offered
- Not be the recipient of another form of fee exemption

Fall 2017     Spring 2018     Fall 2017 & Spring 2018

NOTE: If granted, the Tuition Hardship Waiver will be posted to your student account. However, if additional aid is received after the Waiver is granted, the Waiver will be cancelled.

\_\_\_\_\_  
Student's Signature \_\_\_\_\_  
Date

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**FOR OFFICE USE ONLY**

DECISION:  Approved Amount \$ \_\_\_\_\_  Denied. Does not meet eligibility criteria

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date

**Form must be received by: September 1, 2017 for Fall 2017 and February 2, 2018 for Spring 2018.**

Southern University and A&M College  
Office of the Vice Chancellor for Finance and Administration  
3rd Floor, J.S. Clark Administration Building  
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(225) 771-5021