

IMPLEMENTING PROCEDURES

FOR

BOR POLICY ON WAIVER OF APPLICATION FEES

It is the objective of Frostburg State University to waive the application fee for students of demonstrable need. Students requesting a waiver of the application fee must submit to the Admissions Office the form provided by the College Entrance Examination Board (CEEB), "Request for Waiver of College Application Fee." The high school principal or guidance counselor must support the request of such a waiver by signing this form. In the event the CEEB form is not available, the request for the waiver should be supported in writing by either the principal or guidance counselor of that high school.

Upon receipt of the form or other appropriate documentation, the student's waiver of the application fee is entered into the Student Information System by the Admissions Office. The Dean of Admissions, after review of the information, then decides upon the waiver and reports those decisions to the Business Office.