

LATE REGISTRATION FEE APPEAL

DIRECTIONS

You may submit an appeal to waive payment of a late registration fee charged to your University student account when you registered on the first day of the term or later. For consideration, you must submit a completed form, along with a **written statement on University letterhead** that is signed by a University staff or faculty member to verify his or her role in your late registration.

RETURN THIS FORM:

By mail

One Stop Student Services
University of Minnesota, Twin Cities
333 Science Teaching & Student Services
222 Pleasant St. S. E.
Minneapolis, MN 55455-0239

In person on campus

333 Science Teaching & Student
Services 130 West Bank Skyway
130 Coffey Hall

By fax

612-625-3002

Questions?

Phone: 612-624-1111

TTY (hearing-impaired): 612-626-0701

Email: onestop@umn.edu

To ensure privacy online, open in Adobe Reader (free at Adobe.com). Please add the required signature(s) in blue or black ink.

PART 1. Student background

University ID (or Social Security number)		Name (last, first, middle initial)	
Program or college		Phone number (include area code)	University e-mail @umn.edu
Amount appealed	Term and year fee was assessed		
	<input type="checkbox"/> fall semester <input type="checkbox"/> spring semester <input type="checkbox"/> May session <input type="checkbox"/> summer session Year 20 __ __		

PART 2. Reason for your appeal

Please state your reason for appealing the late registration fee. Attach additional pages if necessary.

Reminder: You must also attach to this form a written statement on University letterhead that is signed by a University staff or faculty member, verifying his or her role in your late registration.

PART 3. Certification

My signature below certifies that the information I have provided on this form is true and accurate to the best of my knowledge.

Signature	Date
-----------	------



* F A 8 5 2 *

To request copies of this form in an alternative format, please call the Disabilities Services liaison at 612-625-9578. The University of Minnesota is an equal opportunity employer and educator. This form is printed on paper made from no less than 20 percent post-consumer waste.

fa852 2/12



Please recycle.