

**Request for  
Out-of-State Tuition Reduction  
For Graduate Students With Full In-State Fellowships**

In accordance with university regulations, a graduate student whose in-state tuition is fully covered by a fellowship and who is, for tuition purposes, an out-of-state resident, may have their out-of-state tuition set to \$0.00. This tuition reduction is only good for semesters during which the fellowship is paying their in-state tuition.

To request this tuition reduction, a program director, department chair, or administrator must complete this form and send it to the Graduate School. Once reviewed and approved, the Graduate School will enter the codes into Banner to process the tuition reduction.

If this tuition reduction is to be awarded for both the fall and spring semesters, please indicate this on this form. Spring waivers will be processed in December or early January.

**Student Information**

<b>Name:</b>	
<b>N #:</b>	

**Fellowship Information**

<b>Fellowship Name:</b>	
<b>Fellowship Sponsor:</b>	
<b>Fellowship Award Details:</b>	
<b>Term(s) the reduction should be awarded: (Eg., Fall 2015 and Spring 2016)</b>	

**Requesting Official's Certification**

I certify that the above-named student is receiving a fellowship that covers 100% of in-state tuition.

\_\_\_\_\_  
Requesting Official

\_\_\_\_\_  
Date

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**For Graduate School Use only**

Date Received: \_\_\_\_\_

Reduction entered in Banner by \_\_\_\_\_ on \_\_\_\_\_ (date).