Petition to Waive Engineering Program Fee

Effective Fall 2010 undergraduate students in an engineering program with 60+ units and post-bachelor’s students in an engineering program will be charged a $250 program fee each term (fall and spring only) until degree completion. This petition is to waive or reduce the program fee. Petitions will only be accepted until the 21st day enrollment count for each term.

Name _______________________________ ID __________________________
Major ______________________________ NAU email __________________________
Term requesting (ex: Fall 2010) ______________ Date ______________

Mark the appropriate lines

_____ I am requesting to waive the EGR program fee for the following reason:
   _____ I had over 60 units posted on my NAU transcript at the end of Spring 2010 term.
   _____ I am an exchange student attending NAU for only one term/year and will not graduate with a degree from NAU (waiver limited to one term only)
   _____ I changed my major out of engineering programs on or before the 8th day of the term.
   _____ I dropped all my classes on or before the 8th day of the term. (before W’s appear on the transcript)
   _____ I am participating in a Study Abroad or National Student Exchange for the term and am taking all courses at my exchange institution.

_____ I am requesting to remove one of the program fees as I am a dual major/degree in two engineering programs. (only one fee will be assessed).

_____ I am requesting to reduce the amount of the engineering program fee because I am a part-time student. I am enrolled in ________ units. (1-5 units - $85; 6-11 units - $165)

Submit this form to: mail to Academic Services, Box 5626, Flagstaff, AZ 8601, hand-deliver to Biology room 132, fax to 928-523-0516 or send electronically to cefnsacademic@nau.edu. An email will be sent to you with the outcome of the petition.

Approve/Deny _______________________________ Processed by: _______________________________ Date: _______________________________