

PREPAYMENT WAIVER REQUEST FORM

STUDENT INFORMATION

Name: _____ Email: _____ Phone: _____

Address: _____

SUBMITTER'S INFORMATION (if different from "Student Information")

Name: _____ Email: _____ Phone: _____

Relationship to Student: _____

Title/Position: _____

Provide the reason you are making this request.

- Financial hardship (Provide written statement)
 Exceptional student or other (see below)
 NKU Scholarship recipient
 International Student
-

Supportive documentation must be included for all prepayment waiver categories. At least one form of documentation must be included with this request.

Examples of supportive documentation includes

- copy of an official letter that states that you qualify for free or reduced lunch
- letter from a high school administrator (e.g., guidance counselor, teacher, principal, etc.) that can verify your financial constraints and/or extenuating circumstance
- copy of your financial aid award package letter or a receipt from FAFSA indicating your EFC (expected family contribution)
- copy of your fee waiver request letter sent to NKU's Office of Admissions or Office of New Student Orientation
- copy of NKU documentation that verifies that you are an NKU scholarship recipient

Number of pages attached: _____

Please note: individuals who are approved for a prepayment waiver but cancel the Housing/Dining Agreement will be assessed a \$200 prepayment forfeiture charge applied to the individual's MyNKU account. This is consistent with students who pay the \$200 prepayment, cancel their housing, and forfeit their prepayment.

Name _____

Date _____

OFFICE USE ONLY

Approved

Denied

Housing Authorization: _____

Approval Date: _____

Comments: