

THE UNIVERSITY OF TEXAS AT EL PASO
STUDENT BUSINESS SERVICES

PETITION FOR FEE WAIVER

Student Name: _____

UTEP ID#

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Student Email: _____ @miners.utep.edu Student Phone #: _____

TERM: Fall Spring Summer

YEAR: 20_____

Was the fee due to an administrative error by Student Business Services? Yes No

Justification for request: _____

FEES BEING PETITIONED

Late Tuition and Fee Payment \$ _____

Reinstatement Fee \$ _____

Payment Plan Late Fee \$ _____

Student Acknowledgement:

- I understand that completion of this form does not warrant an automatic waiver of fees.
- All submissions are reviewed on a case by case basis.
- If granted, the waiver will then be processed by Student Business Services.
- Please monitor your student account for verification of the approved waiver.

Student Signature: _____

Date: _____

FOR OFFICE USE ONLY

Date Processed:	Processed by (first initial, last name):