



REQUEST FOR FEE WAIVER

This form is also available from the USP website address: <http://www.usp.ac.fj/student>

This form is only to be submitted by students who have not paid for fees for course(s) that have no Course work marks.

SECTION A: PERSONAL DETAILS

Student ID Number :

Title: Last Name: First Name: Middle Name:

Telephone: Personal Email:

SECTION B: COURSE DETAILS

Please state the course(s) you are requesting for a fee waiver.

Course Code	Year	Semester	Reason for fee waiver (attach documents if any):
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Receipt Number: Amount: \$ Date:

Receipt Number: Amount: \$ Date:

Note:

1. You are required to pay the administrative fee of FJ\$55 .00, please see your local campus for the current fee.
2. If your request is approved, you are required to pay an additional Late Withdrawal fee of FJ\$100.00.

Student Signature: Date:

OFFICIAL USE ONLY

Semester/ Year	Course Code	Mode of Study (Face to Face or Print)	Course Assessment Mark	Final Examination Mark	Grade	Comments
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Approved for fee waiver

Request NOT Approved

Authorising Officer: Date:

Banner Update:

Student Academic Service Officer: Date:

Student Finance Officer: Date: