



National Association for  
College Admission Counseling

# Request for Enrollment Deposit Fee Waiver

SEND THIS FORM DIRECTLY TO THE POSTSECONDARY  
INSTITUTION/ORGANIZATION

**TO: DEAN/DIRECTOR OF ADMISSION AT:**

NAME OF COLLEGE OR UNIVERSITY

**STUDENT:** Print or type the information requested below. You must personally sign the Certification Statement.

**CERTIFICATION STATEMENT:** I certify that I understand and meet all eligibility requirements to request an enrollment deposit fee waiver.

STUDENT'S NAME

STUDENT'S SIGNATURE

STUDENT'S ADDRESS

CITY

STATE

ZIP

**AUTHORIZED OFFICIAL:** Print or type the information requested below and check the indicator(s) of economic need. You must personally sign the Certification Statement.

**CERTIFICATION STATEMENT:** I certify that the student named on this form has been granted admission to a postsecondary institution AND meets the indicator(s) of economic need checked below.

AUTHORIZED OFFICIAL'S NAME

AUTHORIZED OFFICIAL'S SIGNATURE

AUTHORIZED OFFICIAL'S TITLE

AUTHORIZED OFFICIAL'S EMAIL

NAME OF SECONDARY EDUCATIONAL INSTITUTION OR ORGANIZATION

CEEB# OR PROGRAM#

ADDRESS

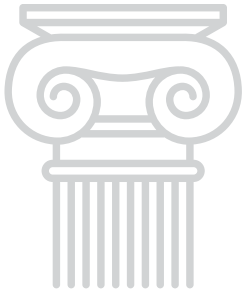
PHONE

**ECONOMIC NEED:** The student must meet at least one of the following indicators of economic need. If no item is checked, the request will be denied. (If applicable, institutions should also contact their financial aid offices for the student's FAFSA application.)

- Student has received or is eligible to receive an ACT or SAT testing fee waiver or received an application fee waiver.
- Student has received or is eligible for the Federal Pell Grant.
- Student is enrolled in or eligible to participate in the Federal Free or Reduced Price Lunch program (FRPL).
- Student's annual family income falls within the income Eligibility Guidelines\* set by the USDA Food and Nutrition Service.
- Student is enrolled in a federal, state or local program that aids students from low-income families (e.g., TRIO programs such as Upward Bound).
- Student's family receives public assistance.
- Student lives in federally subsidized public housing, a foster home, or is homeless.
- Student is a ward of the state or an orphan.
- Other request from high school principal, high school counselor, financial aid officer, community advisor/leader or other official who can attest to the student's circumstances.
- Given my knowledge of this student's family circumstances and after reviewing the eligibility guidelines, I believe that providing the application fee would present a hardship. Explanation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*To view USDA Income Eligibility Guidelines for the Free or Reduced Price Lunch Program or review FAQs related to this form visit <http://bit.ly/NACACfeewaiver>.



### **Does the enrollment deposit present an insurmountable barrier to college attendance for you?**

Colleges request an enrollment deposit to secure a student's space in the incoming freshman class. This deposit not only guarantees your seat but may also be used to secure campus housing, confirm your registration for freshman orientation, or cover other on-campus costs. However, colleges understand that some students may not have the financial means to pay an enrollment deposit. If you demonstrate financial need, colleges may consider waiving or deferring your enrollment fee.



### **Do you qualify for a Pell grant?**

If you received a Pell Grant, this demonstrates that you and your family have some financial need regarding college costs. Colleges have access to your eligibility information via your Student Aid Report (SAR), so they will be able to verify that you have received a Pell Grant. Colleges may utilize this information when considering whether to waive or defer your enrollment deposit.



### **Talk to the college admission office—they might be able to waive the enrollment deposit.**

If paying an enrollment deposit will be a substantial hardship for your family, reach out to the college admission office and ask about your options. Explain your circumstances by email or phone. This is the best first step! Plus, it shows a college that you are really interested in being a member of its community. You may also consider submitting the NACAC enrollment deposit waiver form to the one college where you plan to enroll. Please note, your college (not NACAC) will make the final decision to accept or decline the fee waiver form. In addition, it may take a couple weeks for the admission office to process the waiver. Follow up directly with your college's admission office if you have questions.