

Applying for an Application Fee Waiver

To be eligible for an application fee waiver, you must be a U.S. citizen or current permanent resident. You must also submit an application for admission.

1. Please complete the mandatory personal information on the Request for Waiver of the Graduate Application Fee. Check the program box on the Request for Waiver form, as appropriate.
2. Sign, date, and return this form by January 16, 2012, for your request to be considered, to the Waiver Officer at the address listed below.
 - a) Participants in Berkeley's Summer Research Opportunity Program (SROP), the UC Leads Scholars Program (UC Leads), the Summer Undergraduate Program in Engineering at Berkeley (SUPERB), the Public Policy and International Affairs-Junior Summer Institute (PPIA), the Institute for Recruitment of Teachers (IRT), and the University of California Diversity Initiative for Graduate Studies in Social Sciences (UC DIGSSS/NSF), funded by the National Science Foundation, need to submit only the completed Fee Waiver Request form. We will confirm current participation by contacting the programs directly.
 - b) Participants in Americorps, the Undergraduate Minority Biomedical Support (MBRS), the Minority Access to Research Careers (MARC), Florida A & M, the Peace Corps, and the McNair Scholars Program must submit verification of participation in the program for the current year, such as a letter bearing the *original signature* of the program director or adviser, or a copy of the current contract. You do not need to submit financial information. This supplemental document must be submitted by March 2, 2012.

If you are not a participant in any of the programs listed above, you must demonstrate financial need to be eligible for a fee waiver. Financial need is determined by Estimated Family Contribution (EFC) or by Income Eligibility Guidelines related to adjusted gross income.

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FAMILY SIZE (including student)	INCOME TAX RETURN (Maximum Gross Income)
1	\$20,147
2	\$27,214
3	\$34,281
4	\$41,348
5	\$48,415
For each additional family member	add \$7,067

To be eligible for the Fee Waiver, your EFC can not exceed \$1,984.

3. To demonstrate financial need you **must** submit the Request for Waiver form by the January 16, 2012 deadline, and one of following three items:
 - a) **A statement of need from a financial aid officer at the college or university that you are currently attending.** This statement must include your Estimated Family Contribution (EFC), the financial aid officer's signature, and your signature verifying that the information reported is correct. *A photocopy or facsimile of either signature is not acceptable.* The letter must be submitted on or before March 2, 2012.
 - b) **A photocopy of your 2012 – 2013 Student Aid Report (SAR).** The SAR is generated from the information that you provide on your Free Application for Federal Student Aid (FAFSA) (<http://www.fafsa.ed.gov>) form (available beginning January 1, 2012) and includes your Estimated Family Contribution (EFC). Do not submit a copy of your FAFSA.

The FAFSA for 2012 – 2013 may not be submitted before January 1, 2012, but you can submit your Waiver Request form earlier. If you submit your Fee Waiver Request without the SAR, remember to print your SAR (which lists your EFC) and mail it to us as soon as possible. We will consider your waiver request if we receive your 2012 – 2013 SAR on or before March 2, 2012, as long as we receive the Request for Waiver of the Graduate Application Fee form by the January 16, 2012, deadline.
 - c) **A 2011 federal income tax return.** As soon as it is available (on or before March 2, 2012), provide either your Form 1040, if listed as independent, or a copy of your parent's or guardian's 2011 U.S. federal tax return, if you are listed as a dependent. Do not miss the January 16, 2012, deadline to submit the Fee Waiver Request form.

Please **mail** the Request for Waiver of the Graduate Application Fee for 2012 – 2013 form (with the supporting materials) to Waiver Officer, Graduate Admissions, University of California, Berkeley, 318 Sproul Hall #5900, Berkeley, CA 94720-5900. **The request form must be received by January 16, 2012 for fall.** Waiver requests will not be accepted for the spring term. **The deadline for submission of supporting material is March 2, 2012.** If you apply for a waiver, **do not pay** the application fee unless your waiver request is denied by the Waiver Officer.

Request for Waiver of the Graduate Application Fee for 2012 – 2013

U.S. citizens or permanent residents who demonstrate financial need, or who are current participants in specific programs, are eligible for a waiver of the application fee. To be considered for a fee waiver, you must also submit an application for graduate admission. To request a waiver, please complete this form and submit it with the required supporting materials as soon as possible. Deadlines and instructions are detailed on page 20. Mail your materials to: The Graduate Admissions Office, 318 Sproul Hall # 5900, Berkeley, CA 94720-5900.

Name

LEGAL FAMILY NAME (SURNAME) FIRST NAME MIDDLE NAME

Current address

NUMBER AND STREET CITY STATE ZIP CODE

Birthdate Telephone number () Email address

MONTH-DAY-YEAR

Please check appropriate box: U.S. citizen Permanent resident; alien registration number _____

Applying for: Fall 2012 Department _____ Major _____

Please check the box that indicates the basis for your request for an Application Fee Waiver and indicate year of participation, if required.

PROGRAM PARTICIPATION

I am a current participant in the following program and understand the program will provide verification:

Institute for Recruitment of Teachers (IRT) _____ Summer Undergraduate Program in Engineering at Berkeley (SUPERB); year _____

Public Policy & International Affairs — Junior Summer Institute (PPIA); year _____ UC Leads Scholars Program; year _____ ; campus _____

Berkeley’s Summer Research Opportunity Program (SROP); year _____ UC DIGSSS/NSF; year _____

I am a current participant in the following program and will provide verification (on or prior to the March 2, 2012, deadline):

Americorps Florida A & M McNair Undergraduate Minority Biomedical Research Support (MBRS) Minority Access to Research Careers (MARC) Peace Corps

FINANCIAL NEED

I will provide financial information from one of the following sources (on or prior to the March 2, 2012, deadline):

A letter verifying my Estimated Family Contribution (EFC) signed by myself and a financial aid officer at the institution currently being attended.

My Student Aid Report (SAR) for the 2012 – 2013 school year, (available from the FAFSA Web site beginning January 1, 2012)

U.S. Income Tax Returns for the 2011 calendar year (tax returns prior to 2011 will not be considered).

This form must be postmarked and submitted on or before the deadline of **January 16, 2012**. Supporting documents must be provided on or before the **March 2, 2012** deadline. Waiver requests will not be accepted for the spring semester.

I understand that my application fee may be waived based on the information that I have provided. I certify that all the information I have provided is true and complete.

Signature: _____ Date: _____

Please print full name: _____

THIS SECTION IS FOR GRADUATE DIVISION USE ONLY

Pending Date notification sent _____

Approved Denied Date notification sent: _____ Authorized by: _____