

LATE REGISTRATION FEE APPEAL

**Return this form to
One Stop Student Services**

By U.S. Postal Service mail

One Stop Student Services Center
University of Minnesota, Twin Cities
200 Fraser Hall, 106 Pleasant Street S.E.
Minneapolis, MN 55455-0422

In person on campus

200 Fraser Hall, East Bank
130 West Bank Skyway, West Bank
130 Coffey Hall, St. Paul

By fax

612-626-0008

Questions?

Phone: 612-624-1111
TTY (hearing-impaired): 612-626-0701
E-mail: helpingu@umn.edu

DIRECTIONS

You may submit an appeal to waive payment of a late registration fee charged to your University student account when you registered on the first day of the term or later. For consideration, you must submit a completed form, along with a **written statement on University letterhead** that is signed by a University staff or faculty member to verify his or her role in your late registration.

To ensure your privacy online, open in Adobe Reader (free at Adobe.com). Place the cursor in a field and type. Print a copy to add the required signature(s) in blue or black ink.

PART 1. Student background			
University ID (or Social Security number)		Name (last, first, middle initial)	
Program or college		Phone number (include area code)	University e-mail @umn.edu
Amount appealed	Term and year fee was assessed <input type="checkbox"/> fall semester <input type="checkbox"/> spring semester <input type="checkbox"/> May session <input type="checkbox"/> summer session Year 20 __ __		
PART 2. Reason for your appeal			
Please state your reason for appealing the late registration fee. Attach additional pages if necessary.			
<p>Remember: You must also attach to this form a written statement on University letterhead that is signed by a University staff or faculty member, verifying his or her role in your late registration.</p>			
PART 3. Certification			
My signature below certifies that the information I have provided on this form is true and accurate to the best of my knowledge.			
Signature			Date

