

## LATE REGISTRATION FEE APPEAL

### 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 their role in your late registration.

### RETURN THIS FORM:

#### By mail

One Stop Student Services  
University of Minnesota, Twin Cities  
333 Robert H. Bruininks Hall  
222 Pleasant St. S. E.  
Minneapolis, MN 55455-0239

#### In person on campus

333 Robert H. Bruininks Hall  
130 West Bank Skyway  
130 Coffey Hall

#### By fax

612-625-3002

#### Questions?

Phone: 612-624-1111  
TTY (hearing-impaired): 612-626-0701  
Email: onestop@umn.edu

To ensure privacy online, open in Adobe Reader (free at Adobe.com). Please 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		Year 20 __ __
PART 2. Reason for your appeal			
Please state your reason for appealing the late registration fee. Attach additional pages if necessary.			
<p><b>Reminder:</b> You must also attach to this form a written statement on University letterhead that is signed by a University staff or faculty member, verifying their role in your late registration.</p>			
PART 3. Certification			
<i>My signature below certifies that the information I have provided on this form is true and accurate to the best of my knowledge.</i>			
Signature			Date

To request copies of this form in an alternative format, call the Disability Resource Center at 612-626-1333. The University of Minnesota is an equal opportunity employer and educator. This form is printed on paper made from no less than 20 percent post-consumer waste.

