

Student Information (Please Print)

Legal Surname		Name		U of R Student ID (9 digits)	
Email (The University of Regina's official means of communication is through email)				Daytime Phone Number	
Primary Faculty or Academic Unit <input type="checkbox"/> AR <input type="checkbox"/> BU <input type="checkbox"/> CE <input type="checkbox"/> CT <input type="checkbox"/> ED <input type="checkbox"/> ES <input type="checkbox"/> GS <input type="checkbox"/> KI <input type="checkbox"/> MP <input type="checkbox"/> NU <input type="checkbox"/> SC <input type="checkbox"/> SP <input type="checkbox"/> SW		Campus or Federated College <input type="checkbox"/> U of R <input type="checkbox"/> Campion <input type="checkbox"/> Luther <input type="checkbox"/> FN Univ		Term <input type="checkbox"/> Winter (Jan-Apr) <input type="text" value="Year"/> <input type="checkbox"/> Spring/Summer (May-Aug) <input type="checkbox"/> Fall (Sept-Dec)	

Tuition Waiver Request

This is not a course registration form. You will need to register for courses through UR Self-Service or by contacting your Faculty or College.

List the course(s) for which you are requesting a tuition waiver.														Notes: (office use only)			
CRN				Subject				Course Number				Section		Credit Hours			

- Step 1** **Upon registration in the course**, submit this tuition waiver request form to the Registrar's Office as soon as possible or on the last business day before the start of the term in which the registered course(s) are held (see below for address or contact information).
Please note: a new tuition waiver request form must be submitted for every term that you are registered.
- Step 2** The due date for payment of fees is the first day of the term. The end of the penalty-free payment period is published in the Academic Calendar.
Please note: Students are responsible for all materials fees, laboratory fees, student fees, and other course-related costs. Only tuition is covered in this waiver. Additionally, tuition is automatically posted to your account based on your registration. If the waiver is granted the tuition will be adjusted on your account after the 50% drop deadline.
- Step 3** **Prior to the 100% add/drop deadline**, your request will be reviewed and the outcome will be sent to your University of Regina email.
- Step 4** Review the deadline dates to drop without financial or academic penalty in the event that you are not eligible for the tuition waiver.
Please note that after the start of the term, students who are dropping courses may receive a grade of W (withdrawal) or NP (failure), and may receive no refund or only a partial refund of tuition and fees, depending on the date of withdrawal from the course(s).
- Step 5** If you are registered in a course(s) for which the tuition waiver is not granted based on waiver restrictions and you choose to remain registered in the course(s) the tuition payment will follow standard policy. If you choose to withdraw, you may do so in UR Self-Service or by contacting your Faculty, Federated College or Academic Unit and the drop penalty will follow standard policy. The Registrar's Office does not withdraw students from courses.

Declaration

I am requesting a Senior Citizens' Tuition Waiver. I am a person 65 years of age or older (as of the end of this term).

Signature of Student	Date DD-MMM-YYYY
----------------------	---------------------

Your personal information is collected under the authority of the University of Regina Act, and in accordance with the *Local Authority Freedom of Information and Protection of Privacy Act* (Saskatchewan) and the *Personal Information Protection and Electronic Documents Act* (Canada), for the purpose of Seniors' Tuition Waiver. If you have any questions about the collection, use, or disclosure of this information by the University of Regina, please contact the Head, Access to Information and Protection of Privacy, 306-585-5163.

Registrar's Office Use Only

Senior registered at University Prior to May 1, 2017	<input type="checkbox"/> Yes, qualifies under the previous Senior waiver. Student was registered at the University prior to May 1, 2017 and previously benefited from a tuition waiver for courses in their current program, continue to be eligible for tuition waiver for courses in the program in which they are registered until they complete the program or withdraw.				
Effective Sept. 1, 2017	<input type="checkbox"/> Qualifies for UG level course <i>or choose one</i> <input type="checkbox"/> Does not qualify for UG level course	<input type="checkbox"/> Qualifies for course type <i>or choose one</i> <input type="checkbox"/> Does not qualify for course type	<input type="checkbox"/> Qualifies and course has capacity as of the Add/Drop deadline <i>or choose one</i> <input type="checkbox"/> Does not qualify, course is at capacity as of the Add/Drop deadline	<input type="checkbox"/> Qualifies within maximum credit hours available: 15 cr hrs for fall and winter terms (Sept – Apr e.g. 201730 + 201810), 6 cr hrs. for Spring/Summer (May – Aug) <i>or choose one</i> <input type="checkbox"/> Does not qualify due to maximum credit hours completed: 15 cr hrs. for fall and winter terms (Sept – Apr e.g. 201730 + 201810), 6 cr hrs. for Spring/Summer (May – Aug)	
Registration Evaluation	<input type="checkbox"/> GR Rated code updated Registration Status:	<input type="checkbox"/> Email sent to STDT @ UofR account <input type="checkbox"/> Credit Audit	<input type="checkbox"/> Evaluation complete <input type="text" value="DD-MMM-YYYY-INT"/>	Fees and Assessments <input type="checkbox"/> SEN code removed <input type="checkbox"/> Comment entered on SGASTDN <input type="checkbox"/> Yes Tuition adjustment entered on the student account <input type="checkbox"/> No <input type="checkbox"/> Financial Services notified	<input type="checkbox"/> Student notified of tuition adjustment on their account <input type="text" value="DD-MMM-YYYY-INT"/>
Comments:		Comments:			