



Minnesota
STATE COLLEGES
& UNIVERSITIES

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FINANCE DIVISION

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MEMORANDUM

Date: April 16, 2007
To: College and University Presidents
From: Laura M. King
Vice Chancellor - Chief Financial Officer
Subject: Application Fee Waiver

It has come to our attention that active duty service members deployed overseas frequently have problems with sending an application fee because of difficulty in transmitting funds internationally, cash flow issues and/or unavailable educational benefits. Some service members have tried to work around the application fee concern by having loved ones or other surrogates provide the funds, but this can delay the admissions process for them. The application fee can serve as an impediment to the application and subsequent timely admission and registration of the deployed active duty service members.

Minnesota State Colleges and Universities Board Policy 5.11 authorizes colleges and universities the option to develop a policy to charge an application fee. System Procedure 5.11.1 states that "the president may exempt specific groups of students from all or a percentage of any optional fees when deemed to be in the best interests of the college or university." In addition Subpart A. Student Application Fee states, "The president may decide to not charge or to waive this fee for individual applicants."

At the April, 2007 Leadership Council meeting, system college and university presidents agreed to waive or not charge any future application fees for active duty military service members deployed overseas. Therefore, effective immediately for prospective applicants, we are asking all colleges and universities to waive or not charge an application fee to active duty military service members deployed overseas. Staff members in the Office of the Chancellor are working with the military and other resources to provide this information to the appropriate applicants.

While the financial impact of this action will not be significant, we hope that the message of support for our troops and returning veterans will be substantial.

c: James H. McCormick, Chancellor
Cabinet
College and University Chief Financial Officers
Minnesota State University Student Association
Minnesota State College Student Association