

# Comprehensive Fee Waiver Request

Return form to: University at Buffalo  
Student Accounts at 1Capen  
Capen Hall  
Buffalo, NY 14260  
Phone: 716-645-1800 Fax: 716-645-7771  
Email: [UBstudentaccounts@buffalo.edu](mailto:UBstudentaccounts@buffalo.edu)

**Deadline for Submission:** Winter 2018 – January 5, 2018  
Spring 2018 – February 28, 2018

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_ UB Person Number: \_\_\_\_\_

In order to receive the Comprehensive Fee Waiver, a student's study must take place outside of the University at Buffalo grounds. If a waiver is granted, the Health Services, Transportation, and Campus Life Fees will be waived. Undergraduate students will also have the Athletics and Recreation Fees waived during the fall and spring semesters. Students cannot waive the College Fee, Technology Fee, or the Transcript Fee components.

Students may apply for a waiver for the current or next semester. **A new waiver must be submitted for each semester.**

**Please Note:** If we cannot determine if your course(s) are online or off campus, we will email you a department verification form. You will need to have the department who offers the course(s) complete the form and return it to our office before your waiver can be processed. An email confirmation will be sent when the waiver has been processed.

Please provide the following information.

Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Email address: \_\_\_\_\_@buffalo.edu

Are you University at Buffalo Faculty/Staff member? (check one): Yes  No

Semester (for which you are requesting a waiver): \_\_\_\_\_

Reason for request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please note that waiving the Health Services Fee does not automatically waive the **Student Medical Insurance** charge. To waive your insurance charge, contact the Student Medical Insurance Office ([asksmi@buffalo.edu](mailto:asksmi@buffalo.edu)).

In order to receive a waiver of the **Student Activity Fee**, a student must contact the executive board of their student government to review their waiver request. In order to determine to which government you pay a Student Activity Fee towards, please refer to your billing statement.