

Request for Waiver of Segregated Fees

This form must be completed for approval of all segregated fee waivers as defined in UW-Stout Policy 86-45 revised in July 2000. Refer to this policy before completing the form.

Course & section	Course Title	Term	Reason #

Select all reasons that justify the waiver of segregated fees:

1. Section is being offered off campus primarily to students who are not enrolled in on-campus courses.
2. Section is being offered to students at remote sites via distance education technologies.
3. Section is being offered in another country as part of a study-abroad program.
4. Section is being offered to a special audience on campus as part of a conference, seminar, or customized training program. (Requires full committee approval)
5. Other reasons (Provide justification; requires full committee approval)

Note: Textbook rental fees may be waived in course sections meeting criteria 1-5 above and where no resources are provided, subject to approval of the IRS manager. Waive textbook rental fee? **YES NO** (If "YES" provide justification below.)

Recommended: _____
Department Chair
Date
Dean
Date

Committee Recommendation (Office use only)

Approved: _____ Disapproved: _____

Course Fee Committee: _____
 (Signatures & Date)

IRS Manager: _____

c: Bursar's Office
 Department chair
 Instructional Resource Services
 Continuing Education

(Return this form to the Provost's Office)

segfee.policy