2015-16 Exemption Form
Undergraduate Business Program Fee

Students may be exempt from the Undergraduate Business Program Fee if they demonstrate circumstances within one of the following guidelines:

1) The fee does not apply to students who entered the business majors or minors program prior to fall 2013.
2) The fee does not apply to students during the semester in which they are studying abroad outside the U.S. and have registered with the Reves Center.
3) The fee does not apply to students during the semester in which they are studying away at another university or for those participating in the W&M Washington, D.C. Semester Program (when sponsored by a non-business department).
4) Students who have already paid the fee for four semesters are exempt from further fee assessment.
5) The fee does not apply to students who have been readmitted to W&M, and qualify for exempted status based on one of the above guidelines. Such students will retain exempted status as long as they return to the College by the fall semester of 2015. After fall 2015, readmitted business students will be assessed fees according to the current fee schedule for business majors and minors.

Name: _________________________________ Student ID#: _________________________________

Local Phone: __________________________ W&M E-mail: _________________________________

Business Program Entry Semester ___________________________ Expected Graduation: ___________________________

Did you enter the business program as a Major or a Minor? ___________________________

Primary Major: ________________________________________

Second Major: (if applicable) ___________________________ Minor: (if applicable) ___________________________

For which semester are you requesting fee exemption? ___________________________

Spring or Fall Year

Using the numbered guidelines above, indicate the exemption reason you should be exempt from the business program fee:

☐ 1  ☐ 2  ☐ 3  ☐ 4  ☐ 5

Please elaborate as needed: __________________________________________________________

________________________________________________

Student Signature: _________________________________ Date: ___________________________

FOR OFFICE USE ONLY

_________ Exemption Approved _________ Date Processed _________ Initials

Administrator Statement:

________________________________________________

Name and Signature:______________________________