

UNIVERSITY OF MINNESOTA DULUTH

Late Registration Fee Appeal

Directions

You may submit an appeal to waive payment of a late registration fee charged to your University student account when you registered on the first day of the term or later. For consideration, you must submit a completed form, along with a **written statement on University letterhead**, that is signed by a University staff or faculty member to verify his or her role in your late registration.

Complete this form in Adobe Reader software, not a Web browser, to ensure the privacy of your information. Place the cursor in a field and type. Print a copy to add the required signature(s) in blue or black ink.

Return this form on campus to:
 One Stop Student Services
 23 Solon Campus Center

or mail it to:
 Office of Financial Aid and Registrar
 University of Minnesota Duluth
 1049 University Drive
 Duluth MN 55812-3011

E-mail: umdhelp@d.umn.edu
Phone: 218-726-8000

Student information			
Student last name		First	Middle
Current street address		City	State Zip Code
Student ID number	U of M E-mail	@d.umn.edu	Phone (include area code)
Term and year fee was assessed			College (e.g., CLA, SCSE)
<input type="checkbox"/> Fall semester <input type="checkbox"/> Spring semester <input type="checkbox"/> May session <input type="checkbox"/> Summer session Year 20 ____			

Your reason for appeal—attach additional pages if necessary.
 (Remember, also, to attach a statement, on University letterhead, signed by a University staff or faculty member verifying thier role in your late registration.)

Student certification	
My signature below certifies that the information I have provided on this form is true and accurate to the best of my knowledge.	
Student signature	Date

Office use only	
Authorized signature	Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Comments:	Effective date _____
	By _____ Date _____