GEORGIA SOUTHERN UNIVERSITY
SPECIAL INSTITUTIONAL FEE WAIVER FOR
ACTIVE DUTY U.S. MILITARY STUDENTS

Individuals who are currently serving full-time on active duty in a branch of the armed forces of the United States are eligible to request an exemption of the Special Institutional Fee at Georgia Southern University. This fee waiver eliminates the Special Institutional Fee charged by University System of Georgia institutions. If approved to receive the waiver, the active duty military member will be awarded the waiver for three consecutive terms (one academic year). Once the waiver expires, eligible active duty members must re-submit the petition and supporting documentation to receive the waiver for the next three consecutive terms (one academic year).

The following are eligible:

- Members of the United States Reserve Components serving on active duty or full-time training duty;
- Members of the Georgia National Guard who are employed full-time by the Georgia National Guard;
- Members of the Georgia National Guard who have been called into active service by the Governor of the State of Georgia.

The following section must be completed by the student and the appropriate documentation must be provided for this waiver to be awarded.

Student’s Name_________________________________________ Eagle ID#______________________

Address____________________________________________________ Phone #___________________
Street     City        State  Zip

Branch of Military:______________ Current Duty Station:  ______________________________________

Active Duty Appointment to the U. S. Military:
from_______________________to________________________(dates please)

Personnel Officer’s or
Commander’s Name Printed

Personnel Officer’s or
Commander’s Signature

To request this fee waiver, the military member must submit this completed petition and the two documents listed below:

This document is required:
1) Present your military ID to the residency officer (listed below) for a confirmation review.

In addition to a copy of your military ID, provide one of the following documents:
- Letter or preprinted form completed by the Commanding Officer verifying full-time active duty status;
- Copy of orders verifying current active duty status;
- Copy of Enlisted Record Brief (ERB).

Student’s Signature_________________________________________ Date______________________

Currently enrolled students at Georgia Southern University
can submit the completed form and the necessary documentation to:

Georgia Southern University
Kyndra Thompson
Office of the Registrar
P. O. Box 8092
Statesboro, GA 30460
(912) 478-8043 - phone    (912) 478-1448 - fax

03/30/2016 kt