OHIO UNIVERSITY

The Gladys W. and David H. Patton College of Education

COOPERATING/PARTICIPATING TEACHERS
APPLICATION FOR USE OF GRADUATE FEE WAIVER
*(**Return completed form to: Ohio University Patton COE, Room 201, McCracken Hall, Athens, OH 45701**)*

You ***must be*** admitted to Ohio University as a graduate student to receive a graduate free waiver. You must register as stated in the Schedule of Classes before submitting this form to the Patton College of Education. Failing to officially register for the course(s) you requested will cancel your graduate fee waiver. **NOTE: Fee waivers can *ONLY* be used on graduate courses. Fee waivers *CANNOT*, for *ANY* reason, be used on undergraduate courses.**

Name of Applicant: _____ PID # _____

Home Address: _____ Telephone number: _____

_____ E-mail: _____

School Name: _____ School District: _____

School Address: _____ Telephone Number: _____

_____ Fax number: _____

Semester/Year(i.e.-Fall Semester 2012-13): _____ Campus:_____

Credits/Units:_____ Course Sub./Catalog #(i.e.-EDTE 2200):_____ Class #(i.e.-2576):_____ Section:_____
Credits/Units:_____ Course Sub./Catalog #(i.e.-EDTE 2200):_____ Class #(i.e.-2576):_____ Section:_____
Credits/Units:_____ Course Sub./Catalog #(i.e.-EDTE 2200):_____ Class #(i.e.-2576):_____ Section:_____

By signing below you are obligated to pay tuition *charges if you withdraw from the course(s).
*If you withdraw during the first two weeks of an academic semester or during the first week of a summer term and contact the ESA Records Manager, Melinda Smith, smithm3@ohio.edu, or at the address above *in writing* at the time of your withdrawal, you may reclaim your graduate fee waiver that you activated. However, the University assesses a 20% penalty that this waiver will NOT cover and you are responsible for paying all charges.

*If you withdraw after the first two weeks of an academic semester (or after the first week of a summer term), you will NOT have the option of reclaiming your graduate fee waiver that you activated. You will be responsible for paying all remaining charges not covered by the graduate fee waiver.

_____ _____ ***Superintendent, please make sure the number of graduate fee waiver(s) approved is stated above.**
SUPERINTENDENT'S SIGNATURE DATE

_____ _____
APPLICANT'S SIGNATURE DATE

Do not complete this section; this section will be completed by the Patton College of Education
_____ hours of graduate instructional fees totaling $_____ charged to 010-0000-07070-741000-UN0301900
_____ hours of graduate general fees totaling $ _____ charged to 010-0000-07070-746000-UN0700591
Total graduate fees: $ _____ for _____ total graduate credit hours.

Revised September 10, 2012