

Indiana University South Bend

Advance College Project

Announcing Fee Remission for ACP Students Eligible for NSLP Lunch

The Advance College Project will offer fee remission (i.e., there will be no charge) to qualified ACP students who meet the eligibility requirements of the National School Lunch Program (NSLP). Students will use a new form, labeled the ACP Fee Remission Application, to request this benefit. From now on, we will include a copy of the form whenever we send out student enrollment applications. We will ask teachers and guidance counselors to make the ACP Fee Remission Application available to students along with the student enrollment applications (so that students do not need to request it separately). And, we will post the form on the IU South Bend Bursar's web site, and the ACP website. **Students will mail the ACP Fee Remission Application directly to the Office of the BURSAR at IU South Bend to ensure confidentiality by August 31, 2014 for Fall courses and by December 31, 2014 for Spring courses.** The IU South Bend Office of the Bursar and/or the IU South Bend ACP Office will then verify each student's status with the financial office at the local school corporation.

Eligible students must complete both of the following.

- **ACP Student Application.** Students must meet all established admission standards for ACP (e.g. GPA, class rank, and test scores). They must submit the complete ONLINE Student Application and Registration (including all required signatures) by the school's deadline.
- **ACP Fee Remission Application.** Students must complete (including obtaining a parent/guardian signature) and mail the ACP Fee Remission Application to IU South Bend Office of the BURSAR, 1700 Mishawaka Avenue, South Bend, IN 46634, **by August 31 for fall term courses and by December 31 for spring term courses.** See sample ACP Fee Remission Application on the back of this announcement. THE ACP FEE REMISSION APPLICATION WILL REMAIN IN PAPER FORM AND MUST BE RETURNED TO THE BURSAR AT THE FOLLOWING ADDRESS: IU SOUTH BEND, 1700 MISHAWAKA AVENUE, SOUTH BEND, IN 46634.

Students who meet ACP admission standards and who are eligible for free or reduced lunch through the National School Lunch Program (NSLP) will not be charged a tuition fee for their ACP course(s). Students eligible for free or reduced lunch in August will receive the fee remission for fall semester course(s). Students eligible for free or reduced lunch in December will receive the fee remission for spring semester course(s). Students must submit an ACP Fee Remission Application and a Student Application for each term in which they intend to take ACP course(s).

Once the appropriate paperwork has been completed and the students' NSLP eligibility verified with the school corporation financial office, their IU South Bend accounts will be credited and students who have paid will receive a refund.

The IU South Bend ACP Office will do everything we can to get information about the verified eligibility of students to the IU South Bend Bursar as quickly as possible after we receive the applications from the schools and the students. We appreciate your patience.

Mail the ACP Fee Remission Application to the BURSAR at the address listed in this message and on the application.

Cordially,

Mary Anna C. Violi
Director, Advance College Project

Indiana University South Bend

Advance College Project

2014-2015 Advance College Project Fee Remission Application

This form must be completed (including all signatures) and mailed to IU South Bend **BURSAR**, 1700 Mishawaka Avenue, South Bend, IN 46634 **by August 31 for fall term courses and by December 31 for spring term courses**. Students who meet ACP admissions standards and who are eligible for free or reduced lunch through the National School Lunch Program (NSLP) will not be charged a tuition fee for their ACP course(s). Students eligible for free or reduced lunch in August will receive the fee remission for fall semester course(s). Students eligible for free or reduced lunch in December will receive the fee remission for spring semester course(s). Students must submit an ACP Fee Remission Application for each term in which they intend to take ACP course(s).

I intend to take ACP course(s) in: Fall _____ or Spring _____
(year) (year)

Student's Legal Name _____
Please print. (first) (middle) (last)

Student's Date of Birth (xx-xx-xxxx) _____ High School _____

Home Street Address _____

City _____ State _____ Zip _____

I am eligible for free lunch. Yes No

I am eligible for reduced lunch. Yes No

Student Signature _____ Date _____

I grant permission for the school/school corporation to share information about my student's eligibility for free/reduced lunch with the Advance College Project.

Parent/Guardian Signature _____ Date _____

Contact IU South Bend Advance College Project if you have questions. Telephone: 574-520-4409/574-520-4334.

FORWARD THIS COMPLETED FORM TO THE OFFICE OF THE IU South Bend BURSAR, 1700 Mishawaka Avenue, South Bend, IN 46634.

DO NOT WRITE BELOW THIS LINE

Student University ID Number _____