



2011-2012

## Tuition Increase Hardship Waiver Policy and Guidelines

### 1. Tuition Increase Policy

Pursuant to authority granted by the Louisiana Legislature, Regular session, 2008 under ACT 915 HB 734, the Board of Supervisors of **Southern University and Agricultural and Mechanical College**, at its June 30, 2010 meeting, approved a resolution providing for an increase in tuition at **Southern University at Shreveport (SUSLA)**, effective Fall 2010. This legislation also allows for an increase of up to three percent (3%) in undergraduate tuition fees for a period of three consecutive academic years.

The Tuition Increase Hardship Waiver amount also includes the academic excellence fee in the amount of \$120.00 per semester as allowed under RS 17:1855.1.

The waiver shall **not exceed** one hundred sixty-five dollars (\$165.00) per semester for undergraduate students.

### 2. Waiver Policy

Prior to imposing any increase or increases in tuition or mandatory attendance fee amount, or both, established pursuant to the provisions of this sub-paragraph, each management board shall establish criteria for waivers of such increases or increases in cases of financial hardship. Information about such waivers and criteria and procedures for obtaining a waiver shall be made available to all prospective students affected by the increase or increases in a timely manner such that the prospective student can be aware of the increase or increases and the availability of waivers thereto prior to the student having to make any final decision concerning attendance at the college or university. **This is a one-time waiver for Fall 2011 and Spring 2012 semesters only and will expire on May 12, 2012.**

### 3. Eligibility Criteria

Students eligible to apply must:

- a. *Be a Louisiana resident;*
- b. *Have full-time enrollment status;*
- c. *Apply for federal financial aid using the Free Application for Federal Student Assistance (FAFSA) and have requested all types of available federal assistance;*
- d. *Have a valid FAFSA on file in the financial aid office reflecting the annual Expected Family Contribution (EFC) of zero (0) for the current academic period;*
- e. *Have accepted all types of financial aid offered;*

- f. *Meet all Satisfactory Academic Progress policy standards for receipt of federal financial aid;*
- g. *Not be the recipient of another form of fee exemption or waiver; Examples: National Guard, Title 29, Title 33, Faculty/Staff, etc;*
- h. *Not have tuition paid by another state or external agency or scholarship program.*

**NOTE: If additional aid is received after the waiver is granted, the waiver will be cancelled.**

#### **4. Guidelines for Waiver**

Southern University at Shreveport offers waivers to Louisiana resident students who demonstrate financial hardship caused by the increase in tuition and fees effective Fall 2010 semester. Procedures have been established to provide waivers to eligible students for the amount of increased tuition and fees. Any student who wishes to apply for the waiver during the 2010-2011 academic year must complete a “*Tuition Increase Hardship Appeals*” form, which will be submitted to the Tuition Hardship Appeals Committee. **Documentation must be attached to support circumstances.**

The Appeals form is available through the University’s website at [www.susla.edu](http://www.susla.edu) via the Vice Chancellor for Student Affairs’s home page by scrolling down to documents/forms.

#### **5. Timelines**

Students must complete and submit a “*Tuition Increase Hardship Appeals*” form **by close of business on August 31, 2011 to the Office of the Vice Chancellor for Student Affairs located on the 1<sup>st</sup> floor of the Leonard C. Barnes Administration Building.** Forms received after this date will not be eligible for the exemption for the semester requested.

# TUITION INCREASE HARDSHIP APPEALS FORM

STUDENT INFORMATION	
Date:	Student Name:
Student Number:	E-Mail Address:
Phone # Permanent:	Phone # Local:
Address:	
(City/State/Zip):	
DETAILS	
<p><b><u>IMPORTANT:</u> Attach a copy of your Financial Aid Award Letter to this form.</b></p> <p>Describe the circumstances on which this tuition increase is causing a financial hardship. You must attach documentation to support these circumstances before application can be reviewed by the Committee.</p> <p style="text-align: center;"><b><u>Documentation will be accepted after the deadline.</u></b></p> <p><b>Note:</b> If granted, the <i>Tuition Hardship Waiver</i> will be posted to your student account. However, if additional aid is received after the Waiver is granted, the Waiver will be cancelled.</p> <p>Indicate your circumstances in the space provided below:</p> <div style="border: 1px solid black; height: 100px; margin-top: 10px;"></div>	
<b>Student's Signature:</b>	<b>Date:</b>
FOR COMMITTEE USE ONLY	
<b>Committee's Decision:</b> \$ Amount _____ <input type="checkbox"/> Approved <input type="checkbox"/> Denied	
<b>Reason(s) for Denial:</b> <input type="checkbox"/> <i>Does not meet eligibility criteria</i> <input type="checkbox"/> <i>No Documentation</i> <input type="checkbox"/> <i>Other</i>	
<b>Committee's Signature:</b>	<b>Date:</b>

*Form must be received by: **January 17, 2011***  
*Southern University at Shreveport*  
*Office of the Vice Chancellor for Student Affairs*  
*1<sup>st</sup> Floor Leonard C. Barnes Administration Building*  
*3050 Martin Luther King Jr.*  
*Shreveport, LA 71107*