

**Fee Waiver Request 2016-2017**

Valid only if submitted by August 31, 2017

The ACT<sup>®</sup> test fee waiver program assists economically disadvantaged high school juniors and seniors. Only a limited number of fee waivers are authorized by ACT each year, beginning in the fall. Once funds are exhausted, fee waiver requests will be denied.

**Am I eligible for a fee waiver?**

To use a fee waiver, you must meet ALL eligibility requirements.

1. Currently enrolled in 11th or 12th grade.
2. Either a United States citizen or testing in the United States, US territories, or Puerto Rico.
3. Meet one or more of the following indicators of economic need (check all that apply).

- Enrolled in a federal free or reduced-price lunch program at school.
- Enrolled in a program for the economically disadvantaged (for example, a federally funded program such as GEAR UP or Upward Bound).

**Note:** If you are participating in one of these programs, but you are not economically disadvantaged, you are not eligible for a fee waiver.

- Reside in a foster home, are a ward of the state, or are homeless.
- Family receives low-income public assistance or lives in federally subsidized public housing.

- Family's total annual income is at or below the USDA levels for free or reduced-price lunches listed in the chart below.

Number in Household (including student)	Total Annual Income Before Taxes* (in last calendar year)
1	\$21,978
2	\$29,637
3	\$37,296
4	\$44,955
5	\$52,614
6	\$60,273
Each additional	plus \$7,696 each

\*See <http://www.fns.usda.gov/school-meals/income-eligibility-guidelines>

**What fee(s) does this fee waiver cover?**

- This fee waiver covers the registration fee for one test option – either the ACT (no writing) or the ACT with writing.
- The registration fee covers one report to your high school and up to four college choices (at the time you register).
- The fees for two test prep products (ACT Online Prep™ and ACT<sup>®</sup> Kaplan Online Prep Live) are also covered by this fee waiver.

**Note:** You may not use this fee waiver to pay for any additional fees, products, or services.

**How is this fee waiver used?**

- You may use this waiver to register for one ACT National test date.
  - This waiver is considered used once you register or submit a standby request.
  - If you do not test on the date you registered for, you may apply your used waiver toward a future test date registration fee.
- Note:** You will be required to pay the test date change fee.
- Eligible students may use a maximum of two separate fee waivers.
  - You cannot use the fee waiver to receive a refund for a test fee that you already paid.

**How to apply this fee waiver:**

If you are:	Then...
<b>Registering online</b>	<ol style="list-style-type: none"> <li>1. Log on to <b>www.actstudent.org</b> and follow the steps through the registration process. On the Order Summary screen, enter the serial number from the top-right corner of this voucher into the Voucher/Waiver Number space.</li> <li>2. Click on the "apply" button to validate the serial number.</li> <li>3. Complete the credit card information to pay for any additional fees not covered by this waiver.</li> <li>4. Finally, click "Submit" to complete your registration.</li> </ol>
<b>Registering by paper registration packet</b>	<ol style="list-style-type: none"> <li>1. Enter the serial number from the top-right corner of this form in Block W of the registration folder.</li> <li>2. Return the completed and signed fee waiver (this document) with your completed registration folder.</li> </ol>

**STUDENT:** Print the information requested below. You must **personally** sign the Certification Statement.

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Current Grade in School (check one): \_\_\_\_\_ 11th \_\_\_\_\_ 12th

**CERTIFICATION STATEMENT:** I certify that I understand and meet all eligibility requirements for this waiver.

Student's Signature \_\_\_\_\_  
(Do not print)

**SCHOOL/AGENCY OFFICIAL:** Verify the student meets the eligibility requirements and check the indicator(s) of economic need above. Print the information below and **personally** sign the Certification Statement.

**CERTIFICATION STATEMENT:** I certify that the student named on this form meets all eligibility requirements for a waiver, including the indicator(s) of economic need checked above.

Signature \_\_\_\_\_

Title \_\_\_\_\_

School/Agency Name (print) \_\_\_\_\_

Office Phone \_\_\_\_\_

**Altered or photocopied forms are not valid.**

**NOTICE:** ACT may request written evidence of student eligibility in order to monitor school/agency compliance. Non-eligible students may be billed. Non-compliant schools/agencies may not be eligible for more waivers.

