



EMPLOYEE APPLICATION FEE WAIVER

This form is to be used only by **full time, permanent employees of North Carolina A&T State University** to request a waiver of the application fee for admission to graduate studies. This waiver must be submitted to The Graduate School with the signature of a NCAT Human Resources Benefits Representative.

EMPLOYEE NAME _____

DEPARTMENT _____

Banner ID# _____

As of today's date, NCAT employment records indicate the above individual:

_____ Is a permanent fulltime university employee eligible for this benefit

_____ Is **NOT** a permanent fulltime university employee and not eligible for this benefit

VERIFIED BY: _____

Human Resources Benefits Representative Date

(may not be approved or signed by campus departmental staff)

Note: This is a fee waiver process and not a fee reimbursement process. Once an application fee is paid by either check or credit card, waiver or reimbursement is no longer an option.