



Office of Financial Aid

MICHIGAN STATE UNIVERSITY
556 E Circle Dr, Room 252
East Lansing, MI 48824-1113
Phone: (517) 353-5940
Fax: (517) 432-1155
finaid.msu.edu

201) -201* Graduate Record Examination Fee Reduction Request

To be granted a GRE Fee Reduction Certificate, consult the GRE Bulletin or website. You must be either:

- An enrolled college senior currently receiving financial aid or an un-enrolled college graduate* **and...**
- You must be a United States citizen or resident alien **and...**
- You must be a dependent receiving a parent contribution of \$2,500 or less or you must be self-supporting with a total family contribution of \$3,000 or less.

*An applicant who is an un-enrolled college graduate must complete the Free Application for Federal Student Aid (FAFSA) to determine eligibility. Once the applicant receives the Student Aid Report (SAR), s/he should take it to the Office of Financial Aid to determine eligibility for the GRE Fee Reduction Certificate.

Please PRINT the following information:

NAME				PID	A
ADDRESS					
CITY				STATE	ZIP
				DATE	
Please check all that apply and enter dates if requested:					
<input type="checkbox"/>	GRE General Test (Computer-Delivered)	GRE General Test (Paper)			
<input type="checkbox"/>	GRE Subject Test	Please enter preferred test date:			
Return this form to:	Mail	Office of Financial Aid 556 E Circle Dr, Room 252 East Lansing, MI 48824-1113	Fax	(517) 432-1155	

This application process can take as long as **6 weeks!** Apply early!

Step 1 Fill out and submit this form as described above

Response Time for Step 1 is approximately 1 week

Approval: We will mail your GRE Fee Reduction Voucher application, if granted to the address above. You should expect this within one week. If you have an earlier deadline, please inform the receptionist of such and we will attempt to process your request faster. Please note, however, that at certain times during the semester, walk-in processing requests may not be possible.

Denial: We will return this request form to you by mail if your Fee Reduction Request is denied. Denials are only issued to students who do not meet the criteria listed above. Notification of denial will occur with one week from the date you submit this request to our office.

Step 2 If approved by Financial Aid, you must send 4 things to GRE:

Response time for Step 2 is 3-5 weeks

1. Fee Reduction Voucher Form (provided by Financial Aid; instructions on form)
2. Your Student Aid Report (SAR) or Institutional Student Information Form (ISIR)
3. Appropriate GRE Test Registration Form (from the GRE Bulletin or website)
4. Complete GRE Fee Reduction Request Form from GRE website

Step 3 Register for the test (see GRE Bulletin or website for details)

_____, Financial Aid Advising Services

Signature of Fee Waiver Coordinator