



Alcorn
State University

TO: Valued Faculty & Staff

FR: John G. Igwebuiké
Interim Provost & EYPAA

DA: July 1, 2019

RE: DIGITAL REMISSION OF FEES FORM/PROCESS | FALL 2019

The faculty/staff tuition waiver process is now entirely digital. Faculty or staff who wish to be considered for remission of fees for Fall 2019 classes should complete the newly digitized remission of fees form. Faculty or staff pursuing Alcorn degrees should complete the application (see links below) based on program classification:

Undergraduate → [here](#)

Graduate → [here](#)

Student success is paramount at Alcorn. To facilitate this student-centered outcome, supervisor/adviser involvement is key to student success. Thus, remission of fees applicants must (i) obtain supervisor approval (e.g. e-mail confirmation) to take the requested class(es); and, (ii) gain adviser confirmation that the requested courses are indeed “classes-that-count” towards degree attainment. The remission application must be completed before the calendar deadline.

Please note: The University deadline calendar will be strictly enforced to ensure proper review, audit, and account remission. Furthermore, timely submission will help involved parties execute exceptional customer service to requesting faculty and staff.

We hope the new digital process saves you time and affords you convenience. Much success in your classes!

Deadline:

- Fall 2019 - August 19, 2019.