



Alcorn
State University

TO: Faculty & Staff

FR: John G. Igwebuike
Interim Provost & EVPAA

DA: June 7, 2019

RE: DIGITAL REMISSION OF FEES | SUMMER II 2019

The tuition waiver form is now paperless. Faculty or staff who wish to be considered for remission of fees for Summer II 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](#)

Supervisor/adviser involvement is critical to the new process as well as the employee's-student's progress towards degree. Thus, remission of fee applicants must (i) obtain supervisor approval (e.g. email confirmation) to take the requested class and (ii) gain adviser confirmation that the requested course is indeed a "class-that-counts" towards degree requirements. The application must be completed before the deadline. Please note: **The University calendar deadline will be strictly enforced to ensure proper review, audit, account remission, and, especially, timely customer service to our staff.**

We hope the new digital process saves you time and affords you convenience.

Summer II deadline: Friday, June 21, 2019.