

## Exception to Nine (9) Credit Hour Registration Requirement

<i>This form must be uploaded to the ePAR with the Offer Letter or emailed with the Tuition Waiver by the due dates:                  Fall 2024: Graduate Assistant ePARs due June 1 &amp; Tuition Waivers due June 15, 2024                  Spring 2025: Graduate Assistant ePARs due October 11 &amp; Tuition Waivers due October 25, 2024</i>	
<b>STUDENT NAME:</b>	<b>NAU ID:</b>
<b>NAU EMAIL:</b>	<b>PRIMARY PHONE:</b>
<b>DEGREE/PROGRAM:</b>	<b>AWARD YEAR: 2024/2025</b>
<b>DEPARTMENT:</b>	
<b>ADVISOR/MAJOR PROFESSOR:</b>	
<b>DEPARTMENTAL CONTACT:</b>	<b>CONTACT PHONE:</b>

<b>The exception to nine (9) units applies to:</b>	<b>Please indicate:</b>
<input type="checkbox"/> Resident Waiver <input type="checkbox"/> Non-Resident Waiver  <input type="checkbox"/> International	Campus: <input type="checkbox"/> Flagstaff Mountain <input type="checkbox"/> Statewide  <input type="checkbox"/> Online Depending on the student's campus and total units, the tuition amount will be adjusted by the Graduate College and sent to Financial Aid for processing.
<b>This form is for a:</b>	<b>Semester:</b>
<input type="checkbox"/> Graduate Assistant <input type="checkbox"/> Tuition Waiver  See bottom of this form for detailed processing instructions.	<input type="checkbox"/> Fall    Number of units:  <input type="checkbox"/> Spring    Number of units:  This form will not be processed without indication of the number of enrollment units.

Comments:

Please check the following acknowledgments:

- If a GA is enrolled in less than six (6) units, they are not eligible for the GA paid benefit of Student Health Insurance.
- If a GA is enrolled in less than six (6) units, the department may opt to pay their Student Health Insurance via a DTPR if departmental funding allows.
- Awarding delays will occur if the student fails to enroll in the agreed upon units by the disbursement deadline.
- This form must be emailed with the Tuition Waiver or attached to the ePAR with the Offer Letter by the following dates:

*Fall 2024 Due Dates: Graduate Assistant ePARs due June 1 & Tuition Waivers due June 15, 2024  
 Spring 2025 Due Dates: Graduate Assistant ePARs due October 11 & Tuition Waivers due October 25, 2024*

Approval of Department Chair or Designee\*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print name: \_\_\_\_\_

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\* Electronic Signatures and/or printed names are permitted in the space provided.

Email to [GATW@nau.edu](mailto:GATW@nau.edu) for GAs and tuition waiver recipients for the semester the student will be under-enrolled. If student is enrolled in less than nine (9) units, tuition will not disburse without receipt of this form by the GATW coordinator.

Disbursement will be delayed if this form is received after the processing due dates:

*Fall 2024: Graduate Assistant ePARs due June 1 & Tuition Waivers due June 15, 2024*

*Spring 2025: Graduate Assistant ePARs due October 11 & Tuition Waivers due October 25, 2024*