



Gateway Technical College Nonresident Fee Remission Application

Definition As stated in TCS 10.06, students who have extenuating circumstances and are U.S. citizens who are not residents of Wisconsin but demonstrate financial need as defined under 20 USC 1087kk or non-U.S. citizens with financial need based on documentation of available assets and liabilities may apply for remission of the out-of-state fees.

Eligibility Applicants must:

- have a “nonresident” status
- be in good academic standing
- demonstrate extenuating circumstances and financial need

Application To apply for nonresident fee remission, applicants must:

- complete the Financial Documentation for Non-resident Fee Remission Application form
- submit the form along with financial need documentation

Deadlines Applicants may apply for only one academic year at a time. Completed applications must be submitted to the Director - Admissions and Testing by 4:30 pm by the following dates:

Fall Term	Application deadline: July 15
Spring Term	Application deadline: December 15
Summer Term	Application deadline: April 15

Applicants will be notified in writing as to the outcome of the determination before the 1st day of class for each term. Students are responsible for payment of out-of-state tuition if their application is denied. Therefore, applicants should be prepared to be able to pay the non-resident tuition fee in case their application would be denied.

Students who modify their schedules through drop, add, or withdrawal are required to do so per the policies and procedures of the college as outlined in the Gateway Student Handbook. Any additional credits/course enrollments above the number approved will be at the out of state rate unless approved prior to registration. If the student is eligible for a refund, it will be processed according to Gateway’s refund policies and will be based on the rate the student was assessed. Students registering for more than the number of credits authorized (or equivalent in the case of noncredit courses) will pay the fee for the additional courses at the out-of-state rate unless written authorization has been given.

Selection

Officials at Gateway Technical College will review the application for approval if eligibility is met.

Eligibility will be determined by:

- Variations in the availability of funds and the number of applicants.
- The academic record of the student
 - Remission will be granted to all first-time non-resident fee remission applicants if they demonstrate financial need.
 - Determination of remission for subsequent semesters will be based on financial need and academic progress.
 - Students who have attended other post-secondary institutions will be required to submit official transcripts to Gateway to determine academic progress. Need will be determined by each college. Determination at one college does not guarantee qualification at another.
- Documentation of unique circumstances that have created extraordinary financial need.
- Au pairs in the U.S. on valid J-1 visas are, by Administrative Code, defined as “needy”. Au pairs must complete and submit the Tuition Remission application, along with written documentation of their au pair position (either by the employer or placement agency), and a copy of their visa. We can remit up to a maximum of six credits based on “AuPair” status. Additional credits and/or course remissions are based on the student’s financial need.

Student Name _____

ID _____

VI Family Information

List the people in your parents' household, include:

- Yourself, and your parent(s) you live with (including stepparent), and
- Your parents' other children, even if they don't live with your parent(s), if (a) your parents provide more than half of their support during the prior year, or
- (b) the children would be required to provide parental information when applying for Federal Student Aid, and
- Other people if they now live with your parents and your parents provide more than half of their support and will continue to provide more than half of their support from the next year.

Write the names of all household members. Also write in the name of the college for any household member, excluding your parent(s), who will be attending college **at least half time during the current school year**, and will be enrolled in a degree, diploma, or certificate program. If you need more space, attach a separate page.

Full Name	Age	Relationship	College	# Of Credits	
				Semester 1	Semester 2
Missy Jones (example)	18	Sister	Central University	6	12
		Self			

VII Student's Tax Forms/Income Information

Check the appropriate box. Tax returns include the prior year's IRS Form 1040, 1040A, 1040EZ, Tele File Tax Record, a tax return from Puerto Rico, a foreign income tax return or comparable documents. If you did not keep a copy of the tax return, request a copy from your tax preparer or a copy of an Internal Revenue Service form that lists tax account information.

- I have attached a copy of my signed tax return.
- I will not nor am I required to file a U.S. Income Tax Return.

Amounts received for child support and other untaxed income. **Support from a sponsoring organization or person/s/ including food, shelter, and clothing should be included in "Other".**

Sources of Untaxed Income	Amount	Sources of Untaxed Income	Amount
Child Support		Welfare/W-2 (including TANF)	
Housing Assistance		Worker's Compensation	
Social Security/SSI Benefits (non-taxed)		Other	

Student Name _____

ID _____

If you did not file and are not required to file a Federal income tax return, list below your employer(s) and any income received in the prior and current year.

Sources (Use the W-2 form or other earnings statements.)	Prior Year Amount

Sources (Use the W-2 form or other earnings statements.)	Current Year Amount

How many hours per week are currently working? ____
 What is your rate of pay? hourly _____ weekly _____

VIII Parent(s)' Tax Forms and Income Information (for students who answered "No" to all of the questions in section V.)

Check the appropriate box. Tax returns include the prior year's IRS Form 1040, 1040A, 1040EZ, TeleFile Tax Record, a tax return from Puerto Rico or a foreign income tax return or comparable documents. If your parent(s) did not keep a copy of the tax return, request a copy from the tax preparer or a copy of an Internal Revenue Service form that lists tax account information.

- Check and attach a copy of your parent(s)' signed tax
- Check if your parent(s) did not or are not required to file a prior year tax return.

Amounts received for child support and other untaxed income. (See Worksheets A & B of the Free Application for Federal Student Aid). **Support from a sponsoring organization or person/s/ including food, shelter, and clothing should be included in "Other".**

Sources of Untaxed Income	Amount	Sources of Untaxed Income	Amount
Child Support		Welfare/W-2 (including TANF)	
Housing Assistance		Worker's Compensation	
Social Security/SSI Benefits (non-taxed)		Other	

If your parent(s) did not file and are not required to file a Federal income tax return for last year, list below your parent(s)' employer(s) and any income received in that year.

Sources (Use the W-2 form or other earnings statements.)	Current Year Amount

Sources (Use the W-2 form or other earnings statements.)	Prior Year Amount

Student Name _____

ID _____

IX In addition to this financial information, a narrative explaining the extenuating circumstances contributing to neediness must be submitted by the student prior to submission of this application to the state. (Write below.)

X I will be registering /am registered for the following:

Semester (circle one): Summer Fall Spring Year: _____

Course Title	Course Number	Credits (or equivalence)

Semester (circle one): Summer Fall Spring Year: _____

Course Title	Course Number	Credits (or equivalence)

Semester (circle one): Summer Fall Spring Year: _____

Course Title	Course Number	Credits (or equivalence)

Student Name _____

ID _____

XI Signature(s)

By signing this worksheet, I (we) certify that all the information reported on this worksheet is complete and correct.

Student

Parent/Guardian

Date

Date

Verification of the all above information is required. Possible supporting documents may include but are not limited to:

- Signed copy of Federal Income Tax Return
- Veterans Benefits statement
- Social Security & SSI Benefits statement
- Child Support received or paid
- Unemployment or workmen's compensation printout
- Other Income (includes taxable and non-taxable)
- Pay stubs to verify earnings to date
- W-2 form
- Bank statements (savings, checking) both foreign and domestic
- Real Estate holdings both foreign and domestic
- Support from a sponsoring organization or person/s/ including food, shelter, clothing
- Other assets both foreign and domestic
- Other supporting documents
- Other documentation specific to your situation may also be required.

In addition -

- All foreign students must submit a copy of their visas
- Au Pairs must also include a letter from their employer or placement agency confirming their employment as an au pair.

All forms and documentation may be submitted to:

Director – Admissions & Testing
Gateway Technical College
400 County Road H
Elkhorn, WI 53121
262-741-8168

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