



The First-Time, First-Year Out-of-State Fee Waiver policy and the Transfer Out-of-State Fee Waiver policies are being revised for efficiency, effectiveness, and competitiveness during the admissions process. The changes to the 2019 Board-approved policy includes removing the “application” process to ensure all eligible students are awarded, removing conflicting language of both waiver and scholarship to streamline awarding process, and allowing students to maintain the scholarship if they meet the 15 hours per semester or 30 hours minimum for the academic year which will allow students greater flexibility in course scheduling per semester without penalty. Additionally, the proposed policy limits eligibility to eight (8) semesters and defines the appeals process. See below for current (2019) policy language and proposed (2021) policy revisions.

<b>Current (2019) Policy Language</b>	<b>Proposed (2021) Policy Language</b>
First-Time, First-Year Out-of-State Fee <i>Scholarship</i> ; Transfer Out-of-State Fee <i>Scholarship</i> .	First-Time, First-Year Out of State Fee <i>Waiver</i> ; Transfer Out-of-State Fee <i>Waiver</i> .
-Have and maintain a minimum of 15 credit hours each semester and -maintain a cumulative GPA of 2.50, to be evaluated at the end of each spring semester	-Have and maintain a minimum of 15 credit hours each semester <i>or a minimum of 30 hours for the academic year (Fall and Spring)</i> and -maintain a cumulative GPA of 2.50, to be evaluated at the end of each spring semester <i>-eligible for up to eight (8) semesters.</i>
Complete the out-of-state fee waiver application after being admitted to the university and submit it with the required documents	<b>**Removes application requirements.**</b>
<b>**No definition of appeal process included.**</b>	<i>Appeals are to be submitted electronically through the official appeal application link available from the Office of the Vice Chancellor of Enrollment Management and Student Success. Appeals will be reviewed by a committee comprised of campus delegates and students will be notified of their appeal decision once reviewed by the committee.</i>



**POLICY TITLE**  
**Transfer Out-of-State Fee Waiver**

**POLICY NUMBER**  
**2-002**

<b>Responsible Unit:</b> <i>Enrollment Management</i>	<b>Effective Date:</b> <i>July 1, 2021</i>
<b>Responsible Official:</b> <i>Vice Chancellor of Enrollment Management and Student Success</i>	<b>Last Reviewed Date:</b> <i>May 9, 2019</i>
<b>Policy Classification:</b> <i>Enrollment Management- Admission &amp; Recruitment</i>	<b>Origination Date:</b> <i>May 9, 2019</i>

**I. POLICY STATEMENT AND RATIONALE**

The Transfer Out-of-State Fee Waiver Policy establishes criteria for the out-of-state fee waiver. In an effort to streamline the process and remain competitive with other HBCUs in Louisiana and Texas, effective Fall 2021, the criteria for providing out-of-state fee waivers to transfer students will be as follows.

Applicants must:

- Satisfy the admission requirements;
- Have at least a 2.5 transfer cumulative grade point average;
- Transfer students with or without an Associate’s Degree must have a “C” or better in both College English and Math.
- Complete and submit a Free Application for Federal Student Aid (FAFSA);
- Have a minimum of 15 credit hours each semester or a minimum of 30 hours for the academic year (Fall and Spring);
- Maintain a cumulative GPA of 2.50, to be evaluated at the end of each spring semester; and
- Have not received the waiver more than eight times previously.

## **II. POLICY SCOPE AND AUDIENCE**

This policy applies to the Vice- Chancellor for Enrollment Management and Student Success, Office of Admission & Recruitment, Office of the Registrar, and Office of the Bursar in the review and application of out of state fee waiver to the Baton Rouge campus.

## **III. POLICY COMPLIANCE**

The Office of Admission & Recruitment will be responsible for reviewing all applicable candidate applications to ensure compliance with the policy in awarding waivers. The Office of the Vice Chancellor for Enrollment Management and Student Success will be responsible for reviewing all appeals for receipt of the out of state fee waiver to ensure compliance with the policy guidelines.

Appeals are to be submitted electronically through the official appeal application link available from the Office of the Vice Chancellor of Enrollment Management and Student Success.

Appeals will be reviewed by a committee comprised of campus delegates and students will be notified of their appeal decision once reviewed by the committee

## **IV. POLICY DEFINITIONS**

The following are terms used in the policy:

### **Transfer Student**

A transfer student is anyone who has attended another college or university after graduating from high school and wishes to enroll in an undergraduate degree program at Southern University Baton Rouge campus.

### **Fee Waiver**

A fee waiver is a waiver or removal of a university out-of-state fees.

## **V. POLICY IMPLEMENTATION PROCEDURES**

Upon approval by the Board of Supervisors, the Office of Admissions & Recruitment will review all eligible out of state student admissions applications and apply to eligible student accounts after all official transcripts are reviewed, articulated, and verified.

## **VI. POLICY RELATED INFORMATION**

N/A

## **VII. POLICY HISTORY AND REVIEW CYCLE**

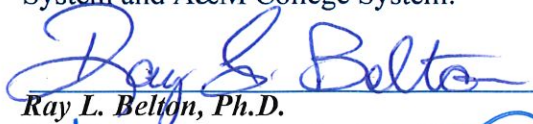
This is an existing policy that was last reviewed in 2019. This policy is subject to the Five-year Policy Review Cycle.

**VIII. POLICY URL**

The information regarding Transfer Out-of-State Fee Waiver Policy will be posted to the System Board's website under Board Policies at [www.sus.edu](http://www.sus.edu) and on Southern University and A&M College's website [www.subr.edu](http://www.subr.edu)

**XI. POLICY APPROVAL**

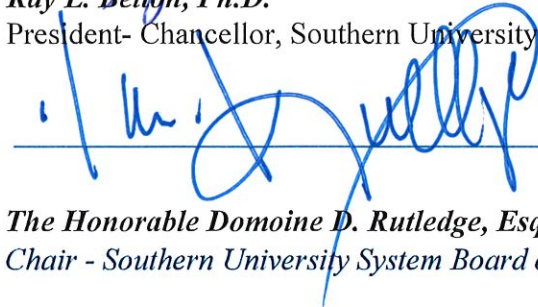
The effective date of this policy is determined by the approval date of the President-Chancellor of the Southern System and A&M College System and the Board of Supervisors of the Southern System and A&M College System.



**Ray L. Belton, Ph.D.**

President- Chancellor, Southern University and A&M College System

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*Effective Date of Policy*



**The Honorable Domoine D. Rutledge, Esq.**  
*Chair - Southern University System Board of Supervisors*

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*Effective Date of Policy*