

**TEXAS STATE UNIVERSITY  
GRADUATE COLLEGE  
FEE REDUCTION FOR GRADUATE CANDIDATES  
(UPPS 02.01.10)  
Updated 8/31/2015**

**QUALIFICATIONS**

(Verified by The Graduate College and Student Business Services):

Students who meet the following qualifications are entitled to a one-time fee reduction under V.T.C.A., Education Code, Section 54.051:

1. Must be a resident of the state of Texas.
2. Must be enrolled only in thesis or dissertation courses: 5199-B, 5299-B, 5399-B, or 5599-B, 7199, 7299, 7399, 7599, 7699, or 7999.
3. Must be in final semester or term of study and be a candidate for a graduate degree this semester.
4. Must not have previously received a thesis or dissertation fee reduction. (Student Business Services will verify.)

**STUDENT PROCEDURE TO OBTAIN \$40 FEE REDUCTION**

1. Register for thesis or dissertation only.
2. Complete the Thesis/Dissertation Fee Reduction Verification of Enrollment found on The Graduate College website (Forms under Current Students).
3. Take form to Student Business Services to process the bill adjustment.
4. Process must be completed prior to census day (12<sup>th</sup> class day during fall and spring semesters and 4<sup>th</sup> class day during summer sessions).

**REIMBURSEMENT OF FEE REDUCTION**

If a student changes his/her degree program to non-thesis after receiving a thesis fee reduction, he/she must reimburse the University for the Fee Reduction received. For more information about reimbursement, see UPPS 02.01.10.



## Texas State Fee Reduction Verification of Enrollment

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

This is to verify that \_\_\_\_\_, <sup>A</sup> \_\_\_\_\_  
(Student's Name) Texas State ID

is registered for \_\_\_\_\_ during \_\_\_\_\_ semester. This  
course (Course) (MM/YY)

constitutes the final hour requirement for the masters/doctoral degree.

Andrea Golato, Dean  
The Graduate College

(V.T.C.A., Education Code, Section 54.051)

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\*\*\*\*PRIOR TO PAYING YOUR FEES, call the Student Business Services Tuition Adjustment Clerk at (512) 245-2480, to be informed of the correct location to take this form, in order to receive your tuition adjustment credit.