Statement of Administrative Understanding/Recipient
Eligibility Certification for University Non-Resident
Reduced Tuition Rate Benefit Agreement

The officials whose signatures are provided below hereby accept the responsibility of verifying and
documenting the eligibility criteria of the students they recommend for the non-resident reduced tuition rate
benefit. It is understood that general eligibility criteria include the minimum of a 3.00 USC system grade point
average or, for incoming freshmen, meeting the criteria for General University scholarships as defined in Policy
No. ADM 9.58. Exceptions to these minimum requirements may be granted through a petition submitted to and
approved by the University Scholarship and Financial Aid Committee. Should exceptions be granted,
adherence to the varying standard will be maintained. Otherwise, strict adherence to the 3.00 grade point
average requirement will be presumed.

Non-Resident Reduced Tuition Rate Requests will be submitted to the Office of Student Financial Aid and
Scholarships with a documentation sheet when appropriate. They should accompany the Scholarship
Authorization Forms on which the students’ names appear and be submitted according to the printed schedules.

The following officials agree to adherence to the responsibilities noted above and are authorized to sign
Reduced Tuition Rate Requests and Documentation Attachments for the

(Name of the Awarding Unit)

Printed Name __________________________  Title __________________________  Signature __________________________  Date ____________

Printed Name __________________________  Title __________________________  Signature __________________________  Date ____________

Please add other names if appropriate.

Complete and return to the Office of Student Financial Aid & Scholarships
within 30 days of receipt.