

**Dublin City University**  
**STUDENT FEE DECLARATION FORM**  
**(HIGHER EDUCATION FREE TUITION FEE SCHEME)**  
*Please complete and return to the Student Fees Office*

On the basis of information available it would appear that you have previously attended a third level institution. This may affect your eligibility for the Free Fees Initiative. To enable a decision to be made as to your eligibility for the Free Fees Initiative please complete the form below and have the form certified by the institution attended. In the absence of this form being completed and returned you will remain liable for full tuition fees at this College. If you have attended more than one institution – please request another form from the Student Fees Office or download the form from the web site at [http://www.dcu.ie/finance/fees/fees\\_forms.shtml](http://www.dcu.ie/finance/fees/fees_forms.shtml).

**Student Name** \_\_\_\_\_

**Previous Student No:** \_\_\_\_\_ **Current CAO No:** \_\_\_\_\_

**Name of Institution attended** \_\_\_\_\_

**Year level at exit:**  Year 1  Year 2  Year 3  Year 4

**Course Type:**  PLC  Certificate  Diploma  Degree  Other

**Award Title Received (if any)** \_\_\_\_\_

**Reason for Leaving** \_\_\_\_\_

*I hereby declare that the foregoing particulars are correct and understand that I will be liable for fees if found otherwise.*

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*To be completed by the College/University previously attended by you:*

**University / College Certification of Attendance**

**Period of Attendance: Dates: From:** \_\_\_\_\_ **To:** \_\_\_\_\_

Fees were claimed from the HEA in respect of the above student as follows:

*Please tick accordingly:*

**Year level at exit:**  Year 1  Year 2  Year 3  Year 4

**Percentage of fees claimed:**  0%  50%  100%

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Official College Stamp:**