

## Policy

### Fee Waivers on Medical Grounds 2018/19

The following fees apply to students who are ***deferring/repeating on medical grounds*** and returning to the *same* programme<sup>1</sup> the following year:

1. Students who defer a *full academic year* on medical grounds will be required to pay the full Registration Fee upon returning to the University<sup>2</sup>.
2. Students who defer a *semester* on medical grounds will be required to pay half of the Registration Fee.
3. Students repeating a semester on medical grounds will be asked to pay €55 per credit plus the relevant Student Levy. If they wish to apply for a medical waiver of these repeat fees, they should fill out the attached form.

Upon ***returning*** to the college, students will be asked to provide a letter from their consultant or GP stating that they are fit to return to study. No other form of documentation will be accepted.

Students may *appeal* the payment of the above-mentioned fees by filling out and submitting the form below. Each case will be examined individually.

**Deadline: Friday, 31<sup>st</sup> August 2018**

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<sup>1</sup> Students intending to return to a *new* programme of study will be charged the full published fee.

<sup>2</sup> Students who defer an academic year prior to the cut-off date at the end of October will not be charged a further Registration Fee upon returning to the University the following year. Any difference in the Registration Fee will, however, be charged back to the student.

## Application to Waive Fees on Medical Grounds

*Students who are repeating a year or part thereof on medical grounds may seek to have their repeat fees waived on medical grounds. Please fill in the following form and submit it as soon as possible, but no later than Friday, 31<sup>st</sup> August 2018, with the complete supporting medical documentation, to the **Student Advice Centre in the Henry Grattan Building, DCU Glasnevin Campus or the Student Advice Centre on the St Patrick's Campus**. The envelope should be marked '**Attn: Celine Geraghty - Medical Fee Waiver – Confidential**'. (Please submit this form earlier if you have the relevant documentation).*

***Students must ensure that this document is completed in its entirety and that the relevant documentation is attached, with reference to the specific dates of the medical condition.***

Student Name:	
Student ID Number:	
Programme:	
Academic Year:	
Date of Deferral:	
Total number of credits to be completed:	
Contact Phone Number:	

Please supply brief details of your medical condition and an indication of whether this is a short-term or long-term condition:

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The following documentation will be accepted as supporting documentation for this application. Kindly indicate which documentation is being submitted with this application. Applications which do not include this documentation **cannot** be assessed and students will be charged the full fee.

Type of Documentation	Tick relevant boxes
Hospital certificate / letter <i>or</i>	
Letter from <b>Consultant (not GP)</b>	
<b>And</b>	
Fitness to Return to Study (confirmation from consultant / GP)	