



HEA Free Fees Initiative **Fee Declaration Form**

Please return completed form, along with any additional documentation provided in support of your assessment, to UCD Student Desk in the Tierney Building (hard copies) or to student.records@ucd.ie (soft copies).

What is this form?

This form is for students who have previously attended, or were accepted to but did not attend, a 3rd level institution, and wish to have their eligibility for the Free Fees initiative assessed. If you have prior attendance in more than one institution, you will need to complete separate forms for each of the institutions you attended. Please note that incomplete and/or unreturned forms will result in your fee status remaining unchanged.

Information on the criteria for eligibility for 'free fees' and, the documentation required for a fee assessment to be made, can be found at <http://www.ucd.ie/students/fees/freefeesinitiative.html>.

Student Name: _____

Current CAO nr: _____ **Previous nr:** _____

Prior Institution Attended: _____

Programme title: _____

Course type (✓ appropriate):

PLC	Cert	Diploma	Degree	Other
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I, hereby, declare that the above information is correct, and understand that my eligibility for the Free Fees initiative may be affected if found otherwise.

Student Signature: _____ **Date:** _____

The section below must completed by the 3rd level institution previously attended

Period of Attendance: From: _____ **To:** _____

NFQ Level of Programme: _____ (5-8) **Year at exit (Year 1-6):** _____

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

Year 1: 0% / 50% / 100%

Year2: 0% / 50% / 100%

Year 3: 0% / 50% / 100%

Year 4: 0% / 50% / 100%

Year 5: 0% / 50% / 100%

Year 6: 0% / 50% / 100%

Signature: _____

Date: _____

Official College Stamp