



## UCD Registry – Student Records Tutor/Demonstrator Fee Concession Form

Research students, who are registered, and who work as demonstrators or tutors for a minimum of six hours per week for the academic session, may be awarded a concession by the University.

*(The concession does not cover the Student Centre Levy of €254.00 which must be paid by the student)*

**Please note:** This concession applies to students only, not to any category of staff, including Special Lecturers, Teaching Assistants or Language Assistants.

**This Concession does not apply in the College of Arts and Celtic Studies.**

		Student No:	
Degree Registration:		Surname:	
School:		First Name:	

I confirm that the above student tutors/demonstrates in the School for a minimum of six hours per week in term in the Academic Session 20\_\_/20\_\_ **e.g.** 2019/2020.

I also confirm that s/he is not employed as a Special Lecturer, Teaching Assistant or Language Assistant.

School:	
Name of Head of School:	
Signature of Head of School:	
Telephone No:	
Email:	
Date:	

**Please note:** If student is awarded a Local Authority grant then UCD Registry will claim fees on his/her behalf from the Local Authority.

**For Office Use only:**

<b>Student Records</b>		<b>Accounts Office</b>	
Entered on Banner:		Amount claimed:	€
Date:		Date:	
Signed:		Signed:	

**Please return the completed form to:**

Administrative Services – Student Records, UCD Registry, Tierney Building.

**Tel. 716 1439, Fax: 716 1431, Web : <http://www.ucd.ie/students/fees>**