

# THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

## INTERNATIONAL STUDENT FEE POLICY

**Number** 02.01.31

**Division** Office of International Engagement

**Date** December 2014

**Purpose** This policy outlines the requirement for the international student fee and any exceptions that may pertain.

**Policy** The University of Alabama in Huntsville (UAH) requires international students enrolled the institution to pay a recurring fee to cover a portion of the cost of special services provided to them.

- Procedures**
- A. The fee is assessed each fall and spring semester the student is enrolled, but is not assessed during the summer semester. The Bursar's office posts the fee to the student's university account for payment.
  - B. Any change to the amount of the fee must be approved in writing by the Office of the Provost and must be announced prior to the start of the semester for which the change takes effect.
  - C. Exemption from payment of the fee may be granted to an international student on the basis of any of the following conditions:
    - 1. Student whose course of study is entirely outside of the USA;
    - 2. Students holding non-immigrant visas other than F-1 or J-1 or practical training students; or
    - 3. Students who are permanent residents (immigrants) of the USA or have been approved for permanent residence.

The exemption is limited solely to the period of time the student remains in any of these categories. Should a student's status change and the fee becomes applicable, it will be assessed at the next registration period.

**Review** This policy will be reviewed annually.

**Approval**

*Kenneth W. Richter*

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Chief University Counsel

*Christina W. Curtis*

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Provost and Executive Vice President for Academic Affairs

**APPROVED:**

*Robert A. Altenkirch*

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President