

FEE OPT OUT FORM

Complete the form below for each fee and submit no later than two weeks after the applicable course start date.

Step 1 Semester Fall Spring Summer Winter Year: 20 _____

Step 2 Student Information

Legal Name Last _____ First _____
_____@liberty.edu L _____
LU Email _____ Student ID _____

Step 3 Course and Fee Information

Course _____ Course Title _____
Fee Amount _____ Fee Type (pick one): Online Content Fee Material Fee

Please provide a detailed explanation as to why you want to opt out of this fee:

Disclaimer: Students may submit a Fee Opt Out request for Online Content Fees and Material Fees if they already own the required books or materials included in the fee. Students are not eligible to opt out of administrative course fees, fees that cover materials or books only available at Liberty, or material fees when there is a health or safety reason that the student should not purchase the materials on their own. Fee Opt Out requests will only be considered if the request and appropriate documentation to support the student's reasoning for the opt out is submitted no later than two weeks after the applicable sub-term.

By signing below, I affirm all of the information provided in this form is accurate and completed to the best of my knowledge. I confirm that I have read the above disclaimer and agree to the limitations stated. I understand that a Fee Opt Out request will only be considered if I provide supporting documentation that proves I already own or have access to the materials that the fee provides. I understand that there is no guarantee that this Fee Opt Out will be approved, and I understand I will be responsible to pay the fee(s) on my account as agreed in my Financial Check-In contract if this Fee Opt Out request is denied.

Student Signature _____

Date _____