Completing the ETS Praxis Fee Waiver Request Form

To be eligible for a fee waiver, you must:

1. Be currently receiving financial aid
2. Be enrolled in an undergraduate or graduate program (Note: You are ineligible if you have a master’s or a doctoral degree)
3. Meet eligibility income guidelines (below)
4. Be required to take a Praxis test by an authorized score recipient

5. **Complete the Fee Waiver Request Form** by following the instructions above. Latest tax information is required.
6. Submit the fee waiver request form in person or mail to:
   
   **MSU – Field Placement & Licensure Office**
   P. O. Box 172880
   Reid Hall 247
   Bozeman, MT 59717
   Phone: (406) 994-4761
   Fax: (406) 994-1950
   fieldplacement@montana.edu

7. The Field Placement & Licensure office will forward the fee waiver request form to MSU – Financial Aid Services for verification of financial aid status, notary and director signature.
8. MSU-Financial Aid Services will mail fee waiver request form to ETS.