

Completing the ETS Praxis Fee Waiver Request Form

To be eligible for a fee waiver, you must:

- Be currently receiving financial aid
- Be enrolled in an undergraduate or graduate program (**Note:** You are ineligible if you have a master's or a doctoral degree)
- Provide a current FAFSA Student Aid Report (SAR) that shows an Unexpected Family Contribution (EFC) of \$3,000 or less.
- Be required to take a *Praxis* test by an authorized score recipient

If you are eligible, complete the form.

Test code(s) specific to major and/or minor endorsement can be found on the [Field Placement & Licensure office website](#).

FEE WAIVER REQUEST

Please see the *Praxis*® Bulletin for information on applying for a fee waiver. If you qualify for a fee waiver, the test fees for up to three *Praxis* Core Academic Skills for Educators tests or one *Praxis* Subject Assessment may be waived. NOTE: If you are taking all three Core tests, you must take the combined Core test that has the 5751 or 5752 test code.

PLEASE PRINT ALL INFORMATION BELOW.

NAME: Print your last name, first name, and middle initial.

Last Name	First Name	Middle Initial

PRESENT ADDRESS: Number and Street (include apartment number)

NUMBER AND STREET

CITY STATE ZIP CODE

DAYTIME TELEPHONE NUMBER

EMAIL ADDRESS

One fee waiver per test taker per year can be requested for up to:

- 1 Subject Assessment
- 2 Core Academic Skills for Teaching tests or the Core Combined test (test code 5751 or 5752)

TEST CODE(S)

Instructions for Requesting a Praxis Fee Waiver

Your request for a Praxis Fee Waiver must include the following:

- A Completed Fee Waiver Request Form
- A Complete Copy of your FAFSA Student Aid Report (SAR) that shows an estimated family contribution (EFC) of \$3,000 or less
- A Current Enrollment Verification Certificate from your institution. The Enrollment Verification Certificate must include a school seal or National Student Clearinghouse watermark or the signature of your Registrar.

Testing Information

THE WAIVER REQUESTS must be received by the appropriate closing date shown below. Late or incomplete requests will be returned unprocessed. Funds may be exhausted prior to the closing date for the time period you request. If your request for testing allows, you may indicate a second date choice by checking two boxes below. Please check the box corresponding to the time period in which you plan to test.

If You Plan to Test Between:	Closing Date for Requesting a Fee Waiver
<input type="checkbox"/> September–November	August 29, 2019
<input type="checkbox"/> December–February	November 20, 2019
<input type="checkbox"/> March–May	February 13, 2020
<input type="checkbox"/> June–August	May 21, 2020

Fee Waiver Request Personal Information*:

(This information must be provided in order for your application to be considered.)

1. Current Education Level _____

2. Name of Institution or Agency Requiring Your Scores (must be an authorized score recipient)

3. Name of Institution You Currently Attend

* Information provided on this form is considered confidential.

Take note of these deadline dates!!!

All documents must be sent together to:

PraxisFeeWaiver@ets.org*

*If you are submitting the Enrollment Verification Certificate, Student Aid Report (SAR), and Fee Waiver Request form by email, these documents must be attached to the email message.

OR

Mail the completed form to:

ETS—Praxis

PO Box 6051

Princeton, NJ 08541-6051

Besides the fee waiver form, you will also need to submit the following to ETS:

1. Copy of your FAFSA Student Aid Report (SAR). To download/view your SAR, follow the instructions at this link: <https://studentaid.gov/help/view-sar>. Log In using your FSA ID. If you have difficulty accessing your SAR, contact Financial Aid Services, (406) 994-2845, for assistance.
2. Current Enrollment Verification Certificate. There are two ways to access your enrollment verification, digitally via MyInfo or through the Registrar's Office—**digital is preferred.**

Digital/Electronic Download:

- ✓ Login to your MyInfo account, under Student Services tab, click “**Enrollment Verification**”
- ✓ Click on link “Go to Clearinghouse site.”
- ✓ At the National Clearinghouse site, click on “All Enrollment” and then “Obtain an enrollment certificate.”
- ✓ This will generate a PDF of your enrollment with a National Clearinghouse “tree” watermark. Save the PDF.

MyInfo Account:

[Personal Information](#) [Student Services](#) [Financial Aid](#) [Faculty Services](#) [Advising Services](#) [Employee Services](#) [Communications](#) [Parking Services](#) [MyApps](#) [Notifications](#)

Student Services

[Click here](#) for more information regarding MSU's Student Email Policy.

FERPA Information: [Click here](#) for the Family Education Rights and Privacy Act information.

Enrollment Verification: Connect to the National Student Clearinghouse to print a free enrollment verification certificate to provide to health insurer, housing provider, credit issuer, or other s

Official Transcripts: Connect to the National Student Clearinghouse to order an official transcript and pay with a credit or debit card.

New Course Numbers: [Click here](#) (opens in new window) for info on new subject abbreviations and course numbers.

DegreeWorks

Please use MSU-Secure rather than MSU-Guest if connecting from the wireless network on campus.
Please use Google Chrome to access DegreeWorks.
DegreeWorks is an electronic degree audit program and academic advising tool designed to assist you and advisors in reviewing your degree progress.

Required Online Education

Online training for new students mandated by the Board of Regents: AlcoholEdu, Haven, and Transit programs.

Registration

Check your registration status; Add or drop classes; Select variable credits, grading modes, or levels; Display your class schedule.

Registration Timetable

Student Records

View your holds; Display grades and transcripts; View your Student Tax Information; Review charges and payments; View Web Bill / Confirmation

GO GREEN> Click on Student Records to opt for the electronic version of 1098-T tax form

Student Health Service

Check your insurance status.

MSU System Transfer and Multi-Campus Application Request Form

Submit a transfer or multi-campus request to another MSU campus.

MSU Bozeman Online Intent to Register

Submit a request for re-admission to MSU Bozeman

Show Advisor

Dependent Partial Tuition Waiver Application

Apply to Graduate

Pilot project - currently only available to UG students graduating from the College of Business, Gallatin College and College of Engineering Electrical Engineering majors.

RELEASE: 8.8.4.1

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National Clearinghouse Site:

The screenshot shows the National Student Clearinghouse website. The header includes the logo and navigation links for Help, Contact, and Home. Below the header, there is a 'Log Out' link and the text 'Student Self-Service Site MONTANA STATE UNIVERSITY - BOZEMAN'. The main content area contains a welcome message and a list of options for users to select. A red arrow points to the 'Obtain an enrollment certificate to print and mail to a health insurer or other company that requests proof of my enrollment.' option. Below this, there are radio buttons for 'Current enrollment' and 'All enrollment', with a red arrow pointing to the 'All enrollment' option. Other options include viewing enrollment information on file, student loan deferment notifications, proof(s) of enrollment, ordering a transcript, viewing transcript order status, and viewing exclusive offers for college students. A security notice at the bottom of the main content area states that the Clearinghouse protects its customers by using Secure Socket Layer (SSL) technology provided by the VeriSign Secure Site Program. The footer contains the National Student Clearinghouse logo, address (2300 Dulles Station Blvd., Suite 220, Herndon, VA 20171, 703.742.4200), service status, terms of use, privacy policy, and copyright information (©2020 National Student Clearinghouse. All rights reserved.). There are also links to download Acrobat Reader and logos for Student Privacy Pledge, Student Data Transparency, and Trustwave Trusted Connection.

- ✓ Send the Fee Waiver Request (scan as PDF), SAR, and National Clearinghouse Enrollment Verification as attachments via email to: PraxisFeeWaiver@ets.org.

Paper Enrollment Verification

A paper [Enrollment Verification form](#) can be downloaded from the Registrar's Office. Fill out the form and have the Registrar's office stamp with the official college seal. Mail the Fee Waiver Request form, SAR, and paperwork Enrollment Verification form to:

ETS – Praxis
PO Box 6051
Princeton, NJ 08541-6051