



Waiver for Technology Fee and Student Activities Fee

(Optional fees charged in Fall and Spring Semesters)

The Technology Fee of \$10.00 will support technology specifically for student use. The funds generated will help replace and refresh student computers, assist with establishing and maintaining campus wide Wi-Fi, and help pay for support staff on campus to maintain student access to technology.

The Student Activities Fee of \$5.00 will support student clubs and student organizations at Napa Valley College. By paying this fee, you are helping all students, including student clubs and organizations to provide events and activities on campus as well as award scholarships and promote an active campus life.

Students taking credit classes are automatically charged these optional fees in fall and spring semesters regardless of unit load. To opt out, you will need to complete this form and submit it to the Cashier Office to request a refund or have your account adjusted. **THIS FORM MUST BE SUBMITTED IN HARD COPY TO THE CASHIER OFFICE IN PERSON OR BY U.S. MAIL* ONLY – NO EMAIL WILL BE ACCEPTED. SORRY FOR THE INCONVENIENCE!**
Submit the original form to the Cashier Office Room 1542 and make a copy for your records.

Thank you in advance for your support. For more information, please contact the Associated Students of Napa Valley College (ASNVC) at (707) 256-7340 or in Room 1340.

PLEASE NOTE: Refund requests must be submitted by the last day to receive a refund of fees** during the CURRENT semester that the fees are charged including late start classes. Whether you have paid for these fees or not, but would like to have them removed from your account, you will need to complete this form.

PLEASE PRINT CLEARLY: Semester: _____ Student ID #: _____

Student Name: _____ Student Phone #: (____) _____

I would like to be refunded for the following fee(s):

- \$10 Technology Fee \$5 Student Activities Fee

Student's Signature: _____ Date: _____

IMPORTANT: It is the student's responsibility to drop off this fee waiver form at the Cashier Office (Room 1542) by the deadline stated above.

The Cashier Office will process the refunds/remove fees approximately 6 weeks after late registration ends. These forms cannot be processed on the spot. Refunds will be mailed to the student of record.

For Business Office Staff Only:

Business Office Staff Signature: _____ Date Received: _____

* If mailing form, it is the responsibility of the student to verify via WebAdvisor account that their request was processed by the Cashier Office for the semester requested. If your account shows an outstanding balance, follow up with the Cashier Office during the semester in question.

** Refer to the online Admissions and Record calendar for the semester deadline date.