

Frequently Asked Questions

1. Who is eligible for this waiver?

This waiver is for students who meet the following criteria for the Florida Statute 1009.25 (f):

- A student who lacks a fixed, regular, and adequate nighttime residence
- Whose primary nighttime residence is a public or private shelter designed to provide temporary residence
- Whose primary nighttime residence is a public or private transitional living program

2. How do I apply for the waiver?

Print the Affidavit of Homeless Status for Fee Exemption form (BRSR Form #5) from the [FSCJ Student Financial Services](#) website. Submit the form along with a copy of your program of study or an academic plan and any additional supporting documents by the 1st payment deadline for the session of each term.

3. What documentation should be used to verify eligibility for this waiver if I lack a fixed, regular, and adequate nighttime residence?

Complete the Affidavit of Homeless Status for Fee Exemption form (BRSR Form #5) and submit a program of study or an academic plan. Students may need to submit additional documentation such as an action plan.

4. What documentation should be used to verify eligibility for this waiver if my primary nighttime residence is a public or private shelter designed to provide temporary residence?

Complete the Affidavit of Homeless Status for Fee Exemption form (BRSR Form #5) and submit a program of study or an academic plan. The student will need to submit this request on letterhead from the public or private shelter including how long you have resided and can remain at the location, and whether you pay for rent or expenses.

5. What documentation should be used to verify eligibility for this waiver if my primary nighttime residence is a public or private transitional living program?

Complete the Affidavit of Homeless Status for Fee Exemption form (BRSR Form #5) and submit a program of study or an academic plan. The student will need to submit this request on letterhead from the public or private transitional living program including how long you have resided and any additional information.

6. How do I update my student account with my current mailing address?

Log into your student account. In the Student Center, scroll down to the Personal Information section. Select the item that you want update from the drop-down box (Addresses, Email Addresses, and Phone Numbers). Click the **Go** button (double arrow). Edit, delete or add new information as necessary. Click Save.

7. When do I need to submit my Homeless waiver?

Students must submit documents before the 1st payment deadline for the session of each term to StudentFinancialServices@fscj.edu. Visit our [FSCJ Student Financial Services](#) and select [Important Dates](#) for more information about payment deadlines for each term.

8. When will my Homeless waiver be reviewed?

The Committee meets once a month to review the applicants. Students that are approved for the Homeless Waiver will have the exemption applied to their schedule for the term requested and will be notified via their FSCJ email account. If the requirements are not met, students will be notified via their FSCJ email account. Decisions are final.

9. Do I need to submit a new Homeless waiver for next term?

Yes, this waiver is valid for the term specified. A student's eligibility may change and must submit new documents before the 1st payment deadline for the session of each term to StudentFinancialServices@fscj.edu. Visit our [FSCJ Student Financial Services](#) and select [Important Dates](#) for more information about payment deadlines for each term.

10. Who do I contact to help complete the form?

You can contact [FSCJ Student Support Services](#) at any Campus for assistance.

AFFIDAVIT OF HOMELESS STATUS FOR FEE-EXEMPTION

According to Florida Statute 1009.25 (f), a student who is homeless may be exempt from paying tuition and fees. The statute defines a homeless student as one who “A student who lacks a fixed, regular, and adequate nighttime residence or whose primary nighttime residence is a public or private shelter designed to provide temporary residence, a public or private transitional living program, or a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings. This includes a student who would otherwise meet the requirements of this paragraph, as determined by a college, but for his or her residence in college dormitory housing.”

Name: _____ Student ID #: _____

Address: _____

Phone: _____ Email: _____

(Check the enrollment term and session)

- Fall Term Spring Term Summer Term Year _____
 Session A Session B Session C

Plan: (Choose One)

- Academic Plan Program of Study

Verification: (Choose One)

I am:

- A student who lacks a fixed, regular, and adequate nighttime residence.

Please answer the following questions:

Where are you currently residing? _____

How long have you resided at this location? _____

How long can you remain at this location? _____

Are you allowed to keep your belongings at this location? YES NO

Do you pay rent? YES NO

Do you pay utilities? YES NO

- Whose primary nighttime residence is a public or private shelter designed to provide temporary residence.

Official Letter from public or private shelter including how long you have resided and can remain at the location, and do you pay for rent or expenses.

- A student who is at a public or private transitional living program

Official Letter from public or private transitional living including how long you have resided and can remain at the location, and do you pay for rent or expenses.

Affidavit

Homeless exemption waiver and supporting documents are due by the session payment due date. I understand that this exemption will cover tuition and fees only. I will be responsible for books and supplies.

By signing this document, I hereby certify to Florida State College at Jacksonville, I attest that I meet the definition of a homeless student as provided by the Florida Statute. The form must be submitted to the Student Financial Services office by the payment due date to be eligible for the session requested.

Student Signature: _____ Date: _____

Send forms to any **Student Financial Service Campus/Center** or email us at
StudentFinancialServices@FSCJ.edu

****School Use Only****

Received by: _____ Date: _____
SFS Office: Print name and Initial

Term: Fall Term Spring Term Summer Term Year _____
Session: Session A Session B Session C

Committee: _____

Date: _____

Committee Decision: Approved Denied

Sent Communication to Student's FSCJ Email: Yes