

Roger Williams University
Student Account Late Fee Removal Request

Please complete all information in the student section and allow two weeks for processing.
Bursar's Office | Phone (401) 254-3520 | Fax (401) 254-3674 | bursar@rwu.edu

THIS SECTION TO BE COMPLETED BY THE STUDENT:

Date of Request: _____ Student Id Number: _____

Last Name: _____ First Name: _____ Middle Initial: _____

Telephone #: _____ Email Address: _____

Reason for Request:

Student Signature: _____ Date: _____

(Request will not be completed without student's signature)

THIS SECTION TO BE COMPLETED BY THE BURSAR'S OFFICE:

****Please note: Do not submit form until account is in good standing.****

Term: _____ Amount: _____ Staff Initials: _____ Date: _____

Notes: _____

THIS SECTION TO BE COMPLETED BY THE LATE FEE REMOVAL COMMITTEE:

Comments:

Committee Decision: Approved: _____ Denied: _____

Approval Signature: _____ Date: _____