



**Student Fee Declaration Form**  
**(Higher Education Free Fees Initiative)**

Please complete and return this form to the Fees & Grants Office

On the basis of information available it would appear that you have previously attended/applied to a third level institution. This may affect your eligibility for the Free Fees Initiative. To enable a decision to be made as to your eligibility for the Free Fees Initiative, please complete the form below and ensure the form is certified by the institute attended. If you have attended more than one institution, please complete separate forms for each Institution attended/applied to. In the absence of this form being completed and returned, you will remain liable for full tuition fees at this University. (Please use block letters to complete form)

**Student Name:** \_\_\_\_\_

**Previous Student No:** \_\_\_\_\_

**Current CAO No:** \_\_\_\_\_

**Name of Institution Attended:** \_\_\_\_\_

**Title of Programme:** \_\_\_\_\_

**Course Type**

(please tick appropriate answer):

PLC	Certificate	Diploma	Degree	Other
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**Title of Award Received (if any):** \_\_\_\_\_

**Reason(s) for Leaving:** \_\_\_\_\_

*I hereby declare that the information above is correct and I understand that I will be liable for fees if found otherwise:*

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**To be completed by the Institution previously attended:**

**University/College Certification of Attendance**

**Period of Attendance:** Date From: \_\_\_\_\_ Date To: \_\_\_\_\_

**NFQ Level of Programme:** Level 5  Level 6  Level 7  Level 8

**Fees were claimed from the HEA in respect of the above student as follows (please tick accordingly):**

**Year 1:** 0%  50%  100%       **Year 2:** 0%  50%  100%

**Year 3:** 0%  50%  100%       **Year 4:** 0%  50%  100%

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Official Stamp:** \_\_\_\_\_