Tuition Letter Request Form

Name: ____________________________ PID: ____________________________

Semester & Year Requested: ____________________________ FIU Email: ____________________________

Part One: Please check the type of letter requested (please check ONLY one per form):

_____ Tax Letter  
(Students who were eligible for a 1098-T but did not receive one within the past five tax years)

_____ Tuition Letter  
(Summary of student’s tuition, fees, and payments)
*Note: This request will be processed after the add/drop period for the term being requested

_____ Tuition Letter – Itemized  
(Detailed breakdown of student’s class schedule, tuition, fees, and payments)
*Note: This request will be processed after the add/drop period for the term being requested

_____ Zero Balance Letter  
(Official confirmation from FIU, confirming zero balance with the University)

Part Two: Please indicate the delivery method for your completed request:

_____ I will pick up my letter (at Student Financials office in SASC 101)

_____ Please email my letter (please note: letters will only be sent to your FIU email)

_____ Mail my letter to: ____________________________________________________________

Student Signature: ____________________________ Date: ____________________________

Comments:

To Submit: Scan the completed Tuition Letter Request form and login to my.FIU.edu. Click on “Student Tools” tile then “Document Upload”. Select “Student Financials” Department, then “Tuition Letter Request”. 