Tuition Letter Request Form

Name: _________________________________________________________ PID: __________________

Semester Requested: _______________________ FIU Email: ______________________________

Part One: Please check the type of letter requested:

____ 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 my home address.

Student Signature: ____________________________ Date: _______________________

Office use only

Date Received: ____________________________ Notes:

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