



William & Mary
Office of the University Registrar
Blow Memorial Hall Room 240
PO Box 8795
Williamsburg, VA 23187-8795
Phone (757) 221-2800 Fax (757) 221-2151
registrar@wm.edu

SENIOR CITIZEN EXEMPTION CERTIFICATE FOR CREDIT-BEARING ENROLLMENT

GUIDELINES (per the Senior Citizen's Higher Education Act of 1974, Code of VA 23.1-639 and 23.1-640)

To be eligible for the exemption and for credit-bearing enrollment, the Senior must:

1. File this certificate and supporting documentation by a deadline one week prior to the start of the term in which the senior wishes to enroll
2. Be at least 60 before the semester begins.
3. Have had legal domicile in the Commonwealth of Virginia for at least one year prior to the first day of classes
4. Have a taxable individual income not exceeding \$23,850 for Virginia income tax purposes for the preceding year in order to be exempt from tuition on credit-bearing classes.
5. Register for course(s) only on a space-available basis after all tuition-paying students have been accommodated, unless completed 75% of requirements necessary for a degree. In general, this means that the registration will be processed on or after the first day of classes.

INSTRUCTIONS

1. Complete and submit this form with proof of age and income--to include federal and state tax forms. **If you file jointly, you must provide documentation as proof of you and your spouse's individual income (i.e., SSI, 1099, tax schedule)** to the Office of the University Registrar at least one week prior to the first day of the term in which you wish to enroll. Note that some graduate programs begin earlier than the regular undergraduate term. Please see academic calendar at www.wm.edu/registrar for registration dates and information.
**** Please be prepared to provide additional information upon request.**
2. Complete the *Application for VA In-state Tuition* each semester.
3. If you are in a degree or certificate program, follow orientation, enrollment, and registration instructions from your program advisors and the University Registrar's Office; if you are non-degree-seeking but still wish to take the course for credit, then follow instructions from the University Registrar's Office regarding registration for the course(s).

STUDENT INFORMATION

Name : _____ **93#** _____
 (Last) (First) (MI) Student ID# (or provide your SSN to help us match this form to your records)

Term Info: _____ **Previously attended W&M?** YES NO
 (Semester) (Year)

Address: _____ **Date of Birth:** ____/____/____
 City State Zip Month Day Year

Phone # (____) _____ **Sex:** Male Female

Current E-Mail Address: _____@_____

Ethnicity: (Optional) Hispanic or Latino Not Hispanic or Latino
Race: (Optional) American Indian or Alaska Native Asian Black Native Hawaiian or Other Pacific Islander White

COURSE INFORMATION

Course Reference Number (CRN)	Course ID <i>(Department, Course number, Section)</i>	Credit Hours	Class Day(s) & Time(s)	Instructor's Name	INSTRUCTOR USE ONLY
					*Instructor's Signature Required if section is closed

*** This box MUST be signed by the professor for registration into a closed course (maximum capacity has been reached).**
I hereby certify that the information I have provided is true and complete to the best of my knowledge, and I agree to abide by the student regulations and the Honor Code of the College of William and Mary while I am enrolled.

Student Signature _____ Date: _____

OFFICE USE ONLY

Age Verified: *Initials* _____ *Date* _____ Domicile Verified: *Initials* _____ *Date* _____

For Credit - Income Verified: *Initials* _____ *Date* _____ If returning - Attach Tax Info: YES N/A

Registration Processed *Initials*: _____ *Date*: _____ Copy to Bursar for Tuition Waiver: *Initials* _____ *Date* _____