

Central Washington University Running Start Testing Fee Waiver & Book Loan Program Information

Running Start students are required to pay placement testing fees. However, the university will waive this fee for eligible low-income Running Start students.

Running Start students are also required to pay for textbooks. The university is able to loan textbooks to students approved for the Student Testing Fee Waiver & Book Loan Program on a first-come, first-served basis. Students are required to return loaned textbooks to the Running Start Office at the end of each quarter. The Running Start program will do its best to help students with at least one textbook. However, books are not guaranteed due to limited funding and textbook availability.

To Qualify

Running Start students must meet one of the following criteria to qualify:

- ❖ Family receives public assistance (SSI, TANF, Basic Food/QUEST, Washington State medical coupons).
- ❖ Student is eligible to receive free or reduced lunch at their school district, or has been eligible within the last five years.
- ❖ Student is a foster youth.
- ❖ Student's primary caregiver is currently receiving unemployment.

Application Process

Complete the application and submit with supporting documentation, e.g. school district/free reduced lunch letter approval or copy of QUEST card (if not completed by a verifying agency/official) to the Running Start office.

The Running Start office will review your application and notify you within two business days. You will be notified of the status of your application via your CWU student email account. Please activate your student email account prior to submitting your application. If you have not yet applied to the university and do not have a CWU account, you will be notified via the phone number you provide.

Students requesting a testing fee waiver will receive a voucher to present to Testing Services and instructions for scheduling an appointment at their CWU student email account. Please wait until you receive this email before scheduling your placement exam.

Students approved for testing fee waivers are automatically eligible for the Running Start Book Loan Program. Book Loan instructions will be sent to your CWU student email account. Please follow the instructions and submit a book loan request as soon as possible. Books are loaned on a first-come, first-served basis. Please note: in order to remain eligible for the Running Start Book Loan Program, students must maintain a quarterly GPA of 3.0 or higher.

If you have any questions, please contact the Central Washington University Running Start office at 509-963-1351 or RunningStart3@cwu.edu.

**Central Washington University Running Start
Testing Fee Waiver & Book Loan Application**

To Be Completed by Student:

Last Name	First Name	CWUID#
------------------	-------------------	---------------

CWU Student Email: _____

Student Phone: _____

You will be notified of the status of your application and further instructions via your CWU student email account. If you do not have a CWU account at the time of applying, you will be notified via phone.

I am applying for:

- Testing fee waiver
- Book Loan Program

My signature acknowledges that:

- ❖ I meet the eligibility requirements for the Running Start Testing Fee Waiver & Book Loan Program and have provided supporting documentation.
- ❖ I understand that if approved for the program, I must maintain a 3.0 GPA to remain eligible.
- ❖ I certify, to the best of my knowledge, all information on this form and supporting documents are valid.

Student Signature	Date
-------------------	------

To Be Completed by Verifying Agency/Official (If supporting documentation is not submitted)

I certify that this student qualifies based on one or more of the following (please check all that apply):

- Student's family receives public assistance (SSI, TANF, Basic Food (QUEST), medical coupons).
- Student receives free or reduced lunch at their school district.
- Student is a foster youth.
- Student's primary caregiver is currently receiving unemployment.

Verifying Agency (please print)

Official's Name & Title (please print)

Official's Signature	Date
----------------------	------