



TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES

COMMISSIONER
Anne Heiligenstein

Date:

RE: Tuition Waiver Letter for (name of person)

This is to verify that (name of person), D.O.B. _____ is, (in accordance with Section 54.211 and Section 54.2111 of the Texas Education Code) entitled to attend state-supported universities, colleges, or vocational schools with tuition and fees waived. This waiver does not apply to books, dormitory costs, other housing costs, or food expenses for which the student is responsible.

In order to facilitate enrollment, this letter serves to confirm that the student meets the tuition and fee waiver requirements because of one of the following (*check the appropriate box*):

- The student was in the conservatorship of DFPS the day before the student's 18th birthday;
- The student was in the conservatorship of DFPS on or after the day of the student's 14th birthday and the student was eligible for adoption on or after that day;
- The student was in the conservatorship of DFPS on the day the student graduated from high-school or received an equivalent of a high-school diploma;
- The student was in the conservatorship of DFPS on the day the student was adopted and the adoption occurred on or after September 1, 2009;
- The student was in the conservatorship of DFPS on the day permanent managing conservatorship (PMC) was granted to a non-parent and the PMC occurred on or after September 1, 2009; OR
- The student is currently in the conservatorship of DFPS and is enrolling in a dual credit course or other course for which a high-school student may earn joint high-school and college credit.

Note: To take advantage of the state tuition and fee waiver, the student must enroll in an institution of higher education as an undergraduate or in a dual credit course or other course for which a high school student may earn joint high school and college credit **not later than the student's 25th birthday**.

- The student has an adoption assistance agreement with DFPS that provides both for monthly payments and Medicaid assistance.

Note: There is no age limit that this student must meet to enroll in college in order to take advantage of the tuition and fee waiver.

I am encouraging the student to contact the institution's Registrars Office prior to registration to determine if any further documentation and/or action is necessary to ensure receipt of the waiver.

We are pleased that _____ has decided to further his/her education at your institution and that the State of Texas is providing its generous support. Thank you in advance for your efforts in helping _____ accomplish his/her academic goals.

If you have any questions concerning the waiver, please do not hesitate to contact:

_____ at _____
Insert-PAL or Adoption Assistance Eligibility staff contact name Phone Number with Area Code

Sincerely,

CPS Regional Director or CPS Program Administrator

cc: PAL Staff or Adoption Assistance Eligibility staff