

Sandburg Financial Aid
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Galesburg, IL 61401
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sandburg.edu



2025-2026 REQUEST WAIVER OUT-OF-DISTRICT/ STATE TUITION

DEADLINE: THIS WAIVER MUST BE SIGNED AND EMAILED TO FINAID@SANDBURG.EDU WITH THE LEASE PRIOR TO THE FIRST DAY OF THE SEMESTER.

Student's name: _____

Student ID#: _____ Date: _____ Last four SSN xxx-xx- _____

Sandburg provides a financial aid award to offset the out-of-district/state tuition when the following conditions are met:

1. Submit the request waiver for out-of-district tuition prior to the **first day of the semester**.
2. Submit a lease that must be:
 1. Signed by **both** the student and landlord.
 2. Signed **at least 30 days prior** to the first day of the semester.
 3. For a residence within Community College District 518 to waive out-of-district/state tuition.

Address of property leased: _____
(Street address)

(City)

(State)

(ZIP)

Student's permanent address: _____
(Street address)

(City)

(State)

(ZIP)

Processing

- Tuition is billed in two components:
 1. In-district rate of \$181
 2. Out-of-district/state rate of \$268/\$303
- If approved, the student remains classified as out-of-district/state; however, a credit will be applied to cover the out-of-district/state portion of charges.
- The student is responsible for paying all charges until appropriate documentation is received.

I certify the information provided above is true and complete.

Student's signature: _____ Date: _____

REGULATION 3.7.1: RESIDENCY IN-DISTRICT TUITION RATES

Students must demonstrate 30 days of residency in District 518 prior to the beginning of the semester to qualify for in-district tuition rates.

Students must be able to provide one or more of the following prior to the first day of the semester.

1. Voter registration in District 518
2. Evidence of tax, utility or rent receipt, or a signed lease contract in District 518 (signed by the student and landlord). Lease contracts are based on the date signed, not the date the student takes possession of the rental property.
3. Driver's license and/or vehicle registration showing an address in District 518.
4. Other approved documentation, which can help certify residency in District 518.

A student who resides with his or her parents or guardian in Community College District 518 is a resident student.

An emancipated student who is completely self-supporting and who has resided in Community College District 518 for at least 30 days prior to the beginning of the semester at Carl Sandburg College shall be considered a resident of the District.

Students who are enrolled in an approved cooperative program between Carl Sandburg College and another college may be eligible to receive in-district rates.

Students who qualify under other ICCB regulations are eligible to receive in-district tuition rates.

Students cannot qualify for in-district tuition rates while on a temporary visa.

Other notes

This policy does not qualify the student as in-district for admission to limited-enrollment programs.