

The SAT[®]

Fee Waiver Service

COUNSELOR GUIDE

2022-23



The benefits of the SAT Fee Waiver Service



Student eligibility qualifications



Information on completing and distributing SAT fee waiver codes



College application fee waiver delivery information



About the SAT Fee Waiver Service

Taking the SAT® is a great way for students to see how prepared they are for college and career. Many students find that their test scores confirm their high school grades or can even show their strengths beyond what their grades show. The SAT Fee Waiver Service gives many low-income students a great opportunity to take the SAT and confirm their college readiness as well as show colleges they're interested in higher education. We couldn't reach these students without counselors and student advocates like you.

Reducing Your Paperwork

Counselors play an important role by encouraging students to take the SAT and then apply to college. Once an eligible student registers with a fee waiver code, they'll have access to a full set of fee waiver benefits directly in their College Board account. This means less work for you and easier access for your fee waiver-eligible students.

Keeping Students on Track

Here are a few strategies you can use to keep your students on track for test day:

- Distribute fee waiver codes to students who meet the eligibility qualifications detailed in this brochure.
- Give as much encouragement and support as you can to these students to help them overcome barriers to testing that more economically secure students don't face.
- Connect fee waiver recipients to our free SAT practice materials.
- Remind students to plan transportation and other logistics for test day.

School counselors can use the SAT Roster Report, available at k12reports.collegeboard.org, to identify students who need additional support. Use it to view students who are registered for the SAT. You can also track who used a fee waiver, who was absent on test day, and other useful information to help keep students on the path to college. The **Fee Waiver Used** column flags both first-time and repeat fee waiver users. The SAT Roster Report is only for use by authorized school personnel.

SAT Fee Waiver Service Benefits

An eligible student can take advantage of the following services for free or at a reduced rate:

- **Up to 2 registrations** for the SAT.
- **Up to 2 free copies of the Answer Service** for more insight into their SAT scores. Students must order the service during registration to get it at no charge.
- **Unlimited score reports**, which can be ordered at any time during the student's testing timeline.
- **Waived application fees at participating colleges.** See the back of this guide for more information.
- **Free CSS Profile® applications** to apply for financial aid from participating schools. Visit profileonline.collegeboard.org for more information.
- **Coverage of the non-U.S. regional fee** for U.S. students testing internationally.
- **The late registration fee** for students testing in the U.S. or U.S. territories.
- **Waived cancellation fee.** Unused fee waiver benefits will be restored to the student.

Eligibility Qualifications

Eligible students must be in 11th or 12th grade to use fee waivers for the SAT. Fee waivers are available to high school students who meet at least one of the eligibility qualifications listed here.

PRIMARY COLLEGE BOARD FEE WAIVER ELIGIBILITY QUALIFICATIONS

A student must be either enrolled in or eligible to participate in the National School Lunch Program (NSLP) to get a fee waiver. If the primary eligibility indicators can't be used, use the additional indicators to determine student eligibility.

ADDITIONAL FEE WAIVER ELIGIBILITY INDICATORS

- The student's annual family income falls within the Income Eligibility Guidelines set by the United States Department of Agriculture (USDA) Food and Nutrition Service.
- The student is enrolled in a federal, state, or local program that aids students from low-income families (such as TRIO programs like Upward Bound).
- The student lives in federally subsidized public housing or a foster home, or is homeless.
- The student is a ward of the state or an orphan.

NUMBER OF MEMBERS IN HOUSEHOLD ¹ (including head of household)	TOTAL ANNUAL INCOME ² (in preceding calendar year)
1	\$25,142
2	\$33,874
3	\$42,606
4	\$51,338
5	\$60,070
6	\$68,802

1. The household size should be the number of household members including the filer on the family's current tax statement. A student who is in foster care is considered a household size of one person.

2. Income levels are based on the USDA Food and Nutrition Service Income Eligibility Guidelines used by schools, institutions, and facilities participating in the NSLP.

To view the full table, go to fns.usda.gov/cn/fr-021622.

To determine income levels for families with more than six household members, take the annual allowance for six members, \$68,802, and add \$8,732 for each additional member.

Note: Distribution of a fee waiver code to a student confirms the student meets one or more of the above qualifications. Fee waiver eligibility may be subject to audit.

INTERNATIONAL STUDENTS

- Eligible U.S. citizens who test outside the United States and U.S. territories may use fee waivers, which cover the cost of regular registration and the non-U.S. regional fee. The student is responsible for all other fees.
- Eligible students who are foreign nationals and who live and test in the United States or U.S. territories may also use fee waivers.

HOMESCHOOLED STUDENTS

Homeschooled students may contact you for a fee waiver code. These students must show proof of eligibility (tax records, public assistance records, or record of enrollment in an aid program). We know these aren't students you normally serve, and we thank you for helping them access the SAT.

Distributing Fee Waivers

Please encourage every student who is eligible for fee waivers to use them to register for and actually take the tests. Only eligible students using a fee waiver for the first time will need a fee waiver code from you. Students who participated in the PSAT/NMSQT® or SAT School Day and were identified as fee waiver eligible through the test ordering system will receive fee waivers automatically through their online account and won't need you to provide them; however, you should remind these students to accept their fee waivers in their account so they can use them.

To access electronic fee waiver codes:

- 1 Sign in to the K–12 score reporting portal at k12reports.collegeboard.org.
- 2 Click **Downloads** and select **Custom Reports from College Board**.
- 3 Your file of electronic fee waiver codes will appear in **My Custom Reports**.
- 4 Click the **Download** option to download the file.

Note: Community-Based Organizations (CBOs) will receive fee waiver codes via email.

If you have eligible students planning to register for August 2023, be sure to distribute fee waiver codes before school closes for the summer.

Using Your Supply of Fee Waiver Codes

Your supply of fee waiver codes is for first-time eligible students. The quantity provided to your school or agency is based on the number of fee waivers your students used for first-time testing in the most recent fall and spring testing administrations.

Note: Fee waivers don't expire, but they can only be used once. You can continue to distribute any codes remaining in your inventory in subsequent years. Allocations of fee waiver codes will continue to be based on fee waivers used by enrolled students at your school for first-time testing.

Please call the Educator Help Line if you need fee waiver codes (see Contact Us). **The distribution of additional fee waiver codes will be based on your school's current fee waiver usage.**

Registering Using a Fee Waiver Code

To register online, each student uses or creates a free account at sat.org. Once signed in, the student can enter the unique 12-digit fee waiver code under **Got a Fee Waiver Code**. Eligible students will only need to enter a code once to access their full set of fee waiver benefits.

Important Registration Notes

Please make sure your students understand these points about registering with fee waivers:

- Fee waivers can't be used for waitlist status.
- **Late registration with a fee waiver is allowed at no charge for testing in the United States or U.S. territories.** See sat.org/dates for additional test dates and late registration deadlines. Late registration isn't available for international registrations; see sat.org/international for more information.
- Fee waiver codes don't expire, but they can only be used once.

Registrations made with a fee waiver can be canceled (by the published test date) at no charge. The related fee waiver benefit will be restored to the student's account.

Free Unlimited Score Reports

Students who are eligible for fee waivers can send an unlimited number of score reports for free. They can use these credits at registration or after they get their scores. Once a student has used a fee waiver code, their unlimited score report credits are applied automatically; students send the reports online.

If an eligible student hasn't used a fee waiver code to register, they'll need to enter a fee waiver code on the screen to apply the unlimited score report credits. In these cases, you'll need to issue them a fee waiver code. Students can learn how to use and track their score report credits at sat.org/fee-waivers.

College Application Fee Waivers

A student can use free college application fee waivers if:

- They meet 1 or more of the eligibility qualifications for using an SAT fee waiver.
- They have taken at least 1 SAT with a fee waiver, or they have taken an SAT that was paid for by their state or school district.
- They are applying for admission to college for the 2023-24 academic year.

School counselors can see which of their students used an SAT fee waiver to take the SAT on the SAT Roster Report at k12reports.collegeboard.org.

DISTRIBUTION OF ELECTRONIC FORMS

College application fee waiver forms will be distributed electronically to students, eliminating the need for additional counselor verification. Students will access their college application fee waivers via their College Board online accounts by going to sat.org and clicking **Sign In**.

Once students sign in, they'll see a **Free College Benefits** section under **You have fee waiver benefits** with a link to where they can print their college application fee waivers, search for colleges that accept the waivers, and review submission instructions specific to each school.

USING THE FORMS

As you advise students, you may find it helpful to search for colleges that accept college application fee waivers by visiting collegeboard.org/waiver-colleges.

Students in the class of 2023 who tested during the 2021-22 academic year will be able to access their college application fee waivers online beginning August 2022. Seniors testing for the first time during 2022-23 will get college application fee waivers at the same time they receive their SAT test score. Students will get an email notification and instructions for accessing their college application fee waivers online from their SAT accounts.

For more on how students receive and use college application fee waivers, go to sat.org/collegeappfeewaiver.

Contact Us

Visit collegeboard.org/feewaiver to get more information for educators, or contact us (include or have your College Board high school or agency code available).

SAT Educator Help Line:

888-SAT-HELP (888-728-4357)

+1 212-520-8600 (International)

Email: SAT@info.collegeboard.org

Additional College Board Services

The *Fee Waiver Service Student Brochure* gives students information about the services College Board provides. Refer to the brochure at sat.org/fee-waivers to learn more about:

- Official SAT Practice on Khan Academy® at satpractice.org.
- BigFuture® at bigfuture.org, the free, comprehensive career and college planning site from College Board, where students can discover their path for life after high school.
- BigFuture Career Search is an engaging, personalized career exploration tool that helps students learn more about future career options based on their interests. Visit bigfuture.org.
- Student Search Service™ to connect students to colleges and scholarship programs. Learn more at studentsearch.collegeboard.org.
- Help paying for college at profileonline.collegeboard.org.

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2223-WKD-285