



## SPARTAN FAMILY PLAN APPLICATION FORM

The Spartan Family Plan is part of an initiative to provide an affordable high quality education to NSU students. This is not a discount but rather an adjustment to the final balance of a currently enrolled student’s cost of attendance. There is no predetermined amount; however, the adjustment will be determined after the completion of an administrative review of the application and student records.

### Application Requirements

- 1) Applicants must sign, date, and complete the application in its entirety. One application is required per family for consideration. Application submission is required each semester.
- 2) A minimum of two immediate family members must be currently enrolled, or plan to enroll, for the semester in which a tuition reduction is requested. The Office of Enrollment Management may request additional information if necessary.
- 3) Currently enrolled students must meet Satisfactory Academic Progress (SAP) and be in good academic standing.
- 4) Attach a current Registration Statement to this form. Should an eligible family member drop all classes or withdraw from Norfolk State University during the term, the remaining student will become ineligible and an account adjustment may be necessary.\*
- 5) The university has the right to deny Spartan Family Plan Applications based on findings after a full administrative review of the application and student records has been completed.
- 6) All prior balances must be satisfied before submission of the Spartan Family Plan Application.
- 7) **All Spartan Family Plan requests must be submitted one week prior to the first official class day ([www.nsu.edu/studentaccounts/classcancellation.html](http://www.nsu.edu/studentaccounts/classcancellation.html)).**  
**Late applications will not be accepted. All correspondence regarding eligibility will be sent via NSU e-mail.**

**Return to:**  
**Enrollment Management**  
**Norfolk State University**  
**Harrison B. Wilson Hall**  
**700 Park Avenue, Suite 120**  
**Norfolk, VA 23504**  
**757-823-8679**

I understand the application requirements and should I be eligible, I agree to abide by and support the rules and regulations as set forth by the University.

Applicant’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Failure to submit all required documents will delay the Spartan Family Plan Application process.**

**\*Dependent upon the number of family members enrolled**

