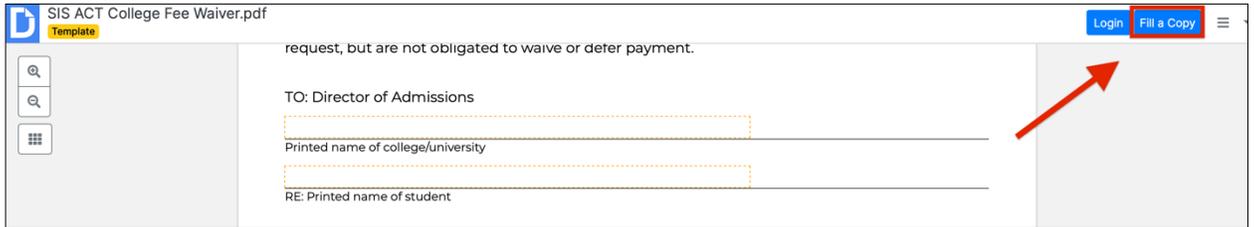
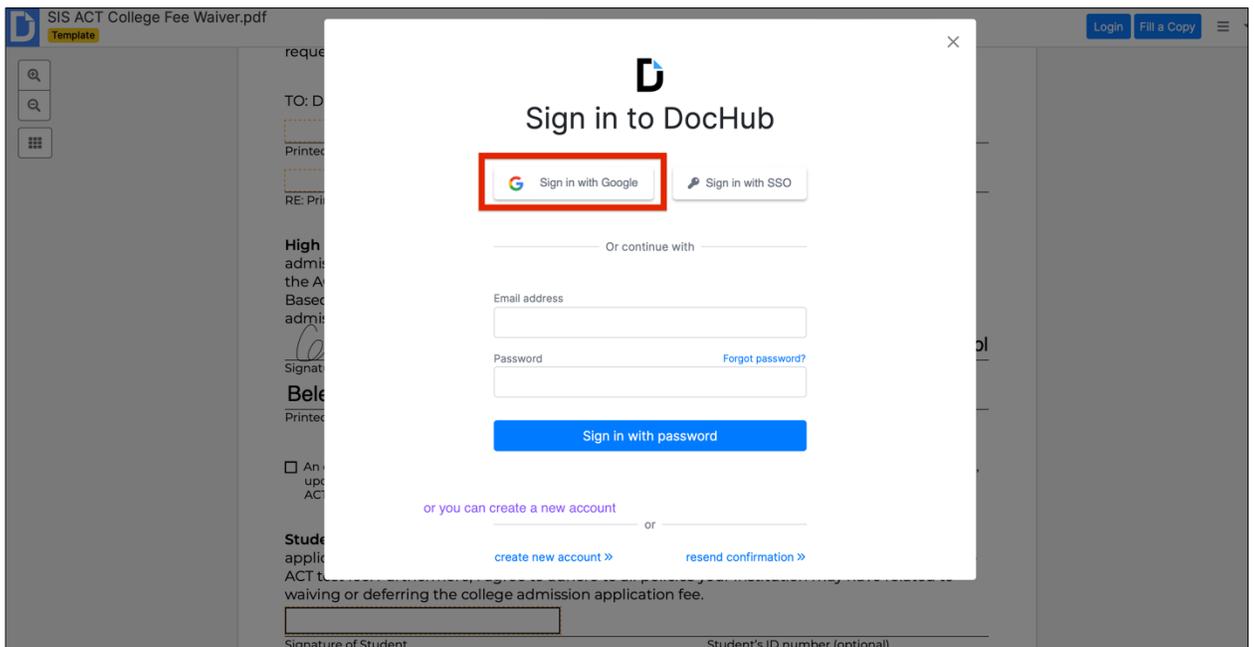


How to Sign & Download the ACT Fee Waiver

1. Access the link to the fee waiver here: <https://bit.ly/sis-fw>
2. Click on “Fill a Copy”

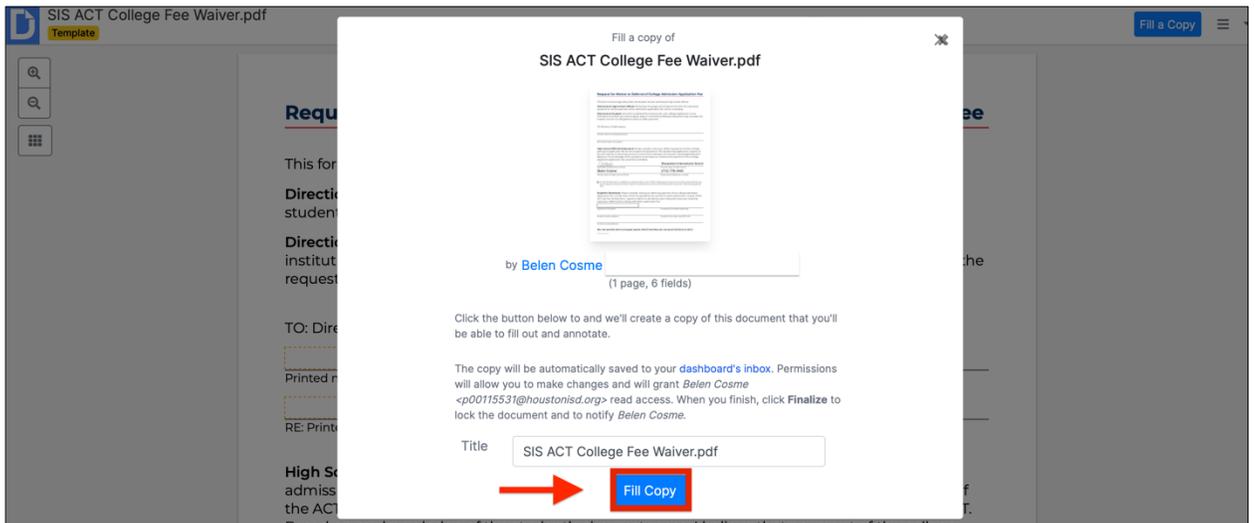


3. Click on “Sign in with Google” or you can create a new account. Sign in with Google is recommended.

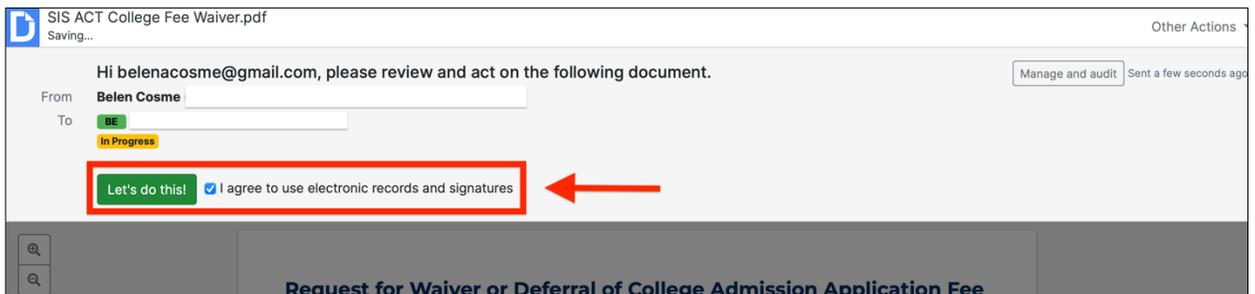


4. Once logged in, click on “Fill a Copy” again

5. The window below will pop up, click “Fill Copy”



6. Check the “I agree to use electronic records and signatures” box and click “Let’s do this!”



7. You can now fill out the fee waiver!

Directions to Student: Send this completed form along with your college application to the institutions to which you wish to apply. Keep in mind that individual institutions may consider the request, but are not obligated to waive or defer payment.

TO: Director of Admissions

Student Name
Printed name of college/university

The University of Example
RE: Printed name of student

High School Official's Statement: Please consider waiving or deferring payment of the college admission application fee for the student named above. This student has applied for a waiver of the ACT test fee on the basis of one or more of the indicators of economic need adopted by ACT.

8. Once filled out, hover over the "Sign Here" field and click "Sign"

Signature of high school official
Belen Cosme
Printed name of high school official

Printed name of high school official
(713) 778-3440
High school telephone number

An official signature is unable to be obtained due to the COVID-19 disruption; however, the above noted official can, upon request, verify the student meets or exceeds one or more of the indicators for economic need as adopted by ACT.

Student's Statement: Please consider waiving or deferring payment of my college admission application fee. I meet the guidelines for economic need required for a waiver of the ACT test fee. Furthermore, I agree to adhere to all policies your institution may have related to waiving or deferring the college admission application fee.

Sign Here

Signature of Student

Student's ID number (optional)

1234 Street Name Rd
Student's street address

Houston, TX 770036
Student's city, state and ZIP code

youremail@gmail.com
Student's email address

9. Create a signature, I recommend scanning the QR code and creating your signature on your phone.

Click "Finalize" to complete this document.

Create Signatures
Signatures you create with DocHub are legally valid.

Phone Draw Upload Image Type

Use your phone as a finger signature pad

Scan code

or text me a link

(201) 555-0123 Send

10. Once signed, click "Finalize"

Action Required
Click "Finalize" to complete this document.

Based on my knowledge of the student's circumstances, I believe that payment of the college admission application fee would be a hardship.

Cosme
Signature of high school official

Sharpstown International School
Printed name of high school

Belen Cosme
Printed name of high school official

(713) 778-3440
High school telephone number

An official signature is unable to be obtained due to the COVID-19 disruption; however, the above noted official can, upon request, verify the student meets or exceeds one or more of the indicators for economic need as adopted by ACT.

Student's Statement: Please consider waiving or deferring payment of my college admission application fee. I certify that I meet the guidelines for economic need required for a waiver of the ACT test fee. Furthermore, I agree to adhere to all policies your institution may have related to waiving or deferring the college admission application fee.

Cosme
Signature of Student

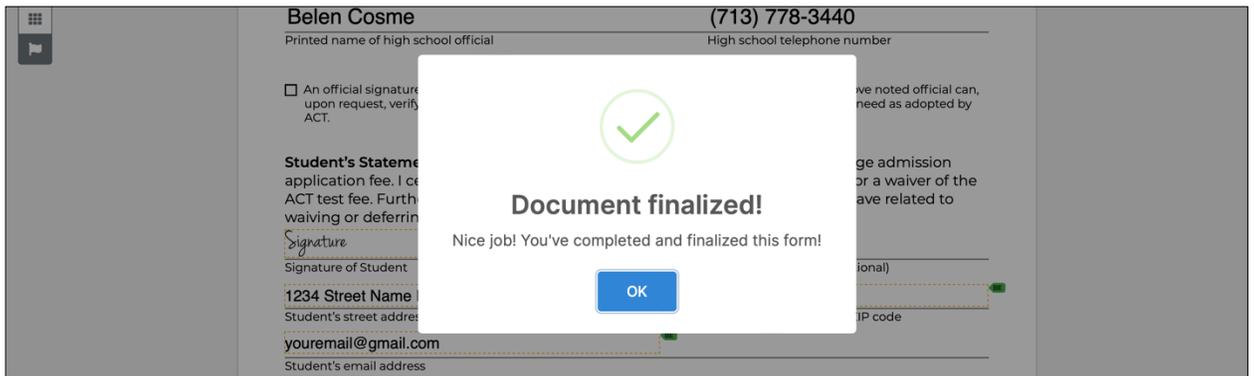
Student's ID number (optional)

1234 Street Name Rd
Student's street address

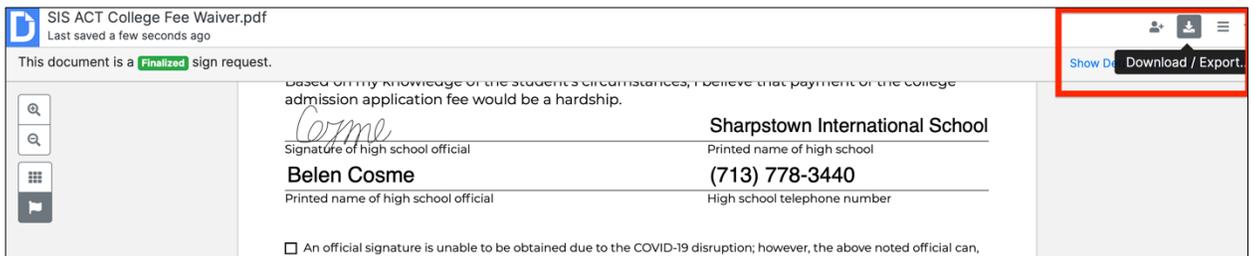
Houston, TX 770036
Student's city, state and ZIP code

youremail@gmail.com
Student's email address

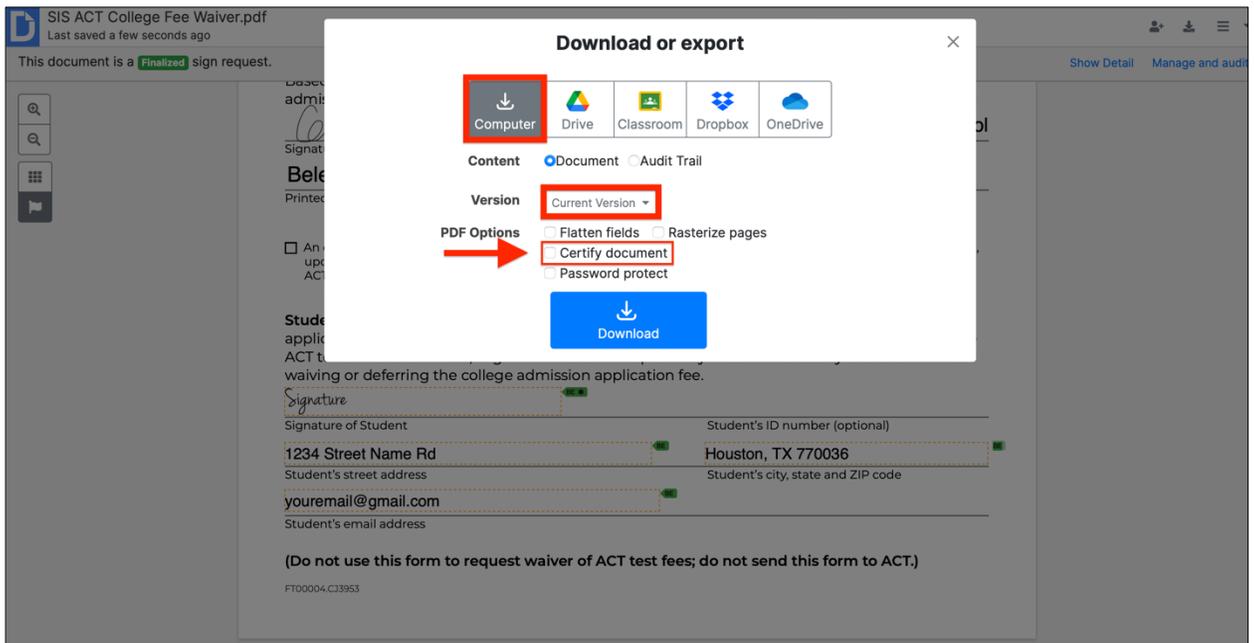
11. Click “OK”



12. Click the “Download/Export” button on the top right



13. Click “Computer”, make sure the “Current Version” is selected, and uncheck “Certify Document”. You’re ready to download the fee waiver!



Questions? Reach out to Mrs. Cosme