

SECOND PROGRAM APPLICATION FEE WAIVER REQUEST

If applying to multiple programs within the Viterbi School of Engineering, you must follow the instructions below to receive a waiver for the second program.

- 1) Pay the \$105 application fee and submit the online application for **ONLY** the first program to which you are applying.
- 2) In the online graduate application, make sure you have selected the second program
- 3) Go to the [Graduate Admission askUSC](https://uscmeyestro.my.site.com/askusc/s/emailus) page (<https://uscmeyestro.my.site.com/askusc/s/emailus>) and complete the form. See the image below for how to fill out the non-personal information.

Affiliation to USC *

Prospective Student

USC ID

Providing your USC ID# will facilitate a faster response

Select an area *

Graduate Admission

Select school *

Viterbi School of Engineering

CAS ID

Topic *

Application Fee Waivers

Subtopic *

Viterbi Multiple Programs

Subject *

Description *

Annotations:

- This will be emailed to you 1 to 2 business days after you submit the first application
- Select this from the menu
- This can be found on your online graduate application
- Select these from the menus
- Insert this text: Fee Waiver Request
- Insert this text: Please provide me with a fee waiver for my second application ("name of program")

- 3) Submit the form. The USC Graduate Admission Office will send you the fee waiver coupon code in 2-3 business days.
- 4) Upon receipt of the application fee waiver coupon code, open the online graduate application and make sure the second program is ready to submit. Click on Submit, then click the Submit button for the second program. (Do not click Submit All.) You will see the page below.

Your Selected Program

This will show the name of your second program

Viterbi School of Engineering

Aerospace and Mechanical Engineering - Artificial Intelligence and Machine Learning (M.S.)

Selected Programs (1)

Fee Total \$105.00

Coupon Code

Enter the fee waiver coupon code, click on Apply and then Continue

Apply

Continue

- 5) **IMPORTANT:** Second applications submitted without a valid fee waiver code will be charged the full \$105 application fee and no refund can be issued.
- 6) Those who opt to apply for a third program will be charged the full \$105 application fee for it.