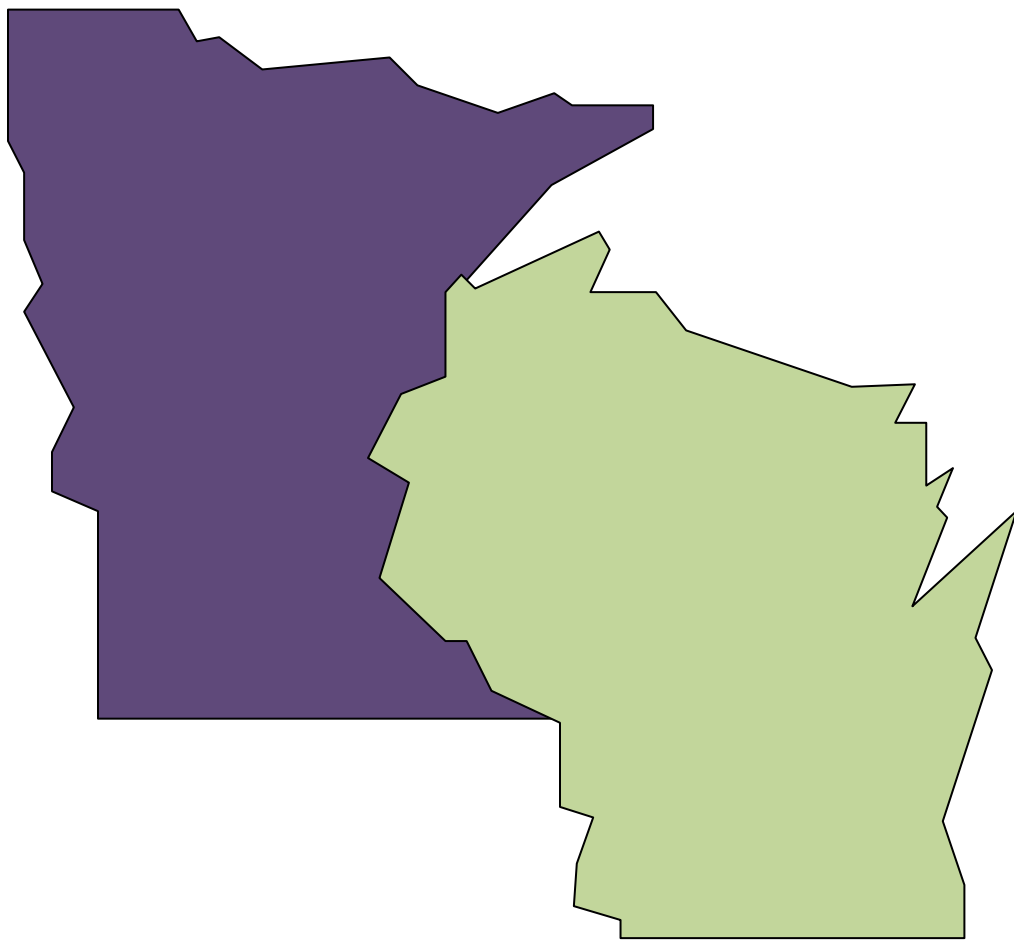


2012-2013

MINNESOTA – WISCONSIN

APPLICATION FOR RECIPROCITY BENEFITS



MINNESOTA OFFICE OF HIGHER EDUCATION  
WISCONSIN HIGHER EDUCATIONAL AIDS BOARD

**GENERAL INFORMATION AND INSTRUCTIONS**  
**Minnesota-Wisconsin Tuition Reciprocity Program**  
**2012-2013 Academic Year (Fall 2012 – Summer 2013)**

**To avoid delay, applications must be mailed directly to the appropriate state agency BY THE APPLICANT**  
**The applications must be completed in INK or TYPED**  
**APPLICATION TO THE PROGRAM IS THE RESPONSIBILITY OF THE INDIVIDUAL**

**HOW TO APPLY:** Complete this application IN FULL and sign the certification. Mail the completed application DIRECTLY to the higher education agency located in your state of residence. Addresses for these agencies are listed below. (NOTE: Minnesota residents can avoid a paper application and apply for reciprocity benefits on-line at: [www.getreadyforcollege.org](http://www.getreadyforcollege.org) ) (NOTE: Wisconsin residents can avoid a paper application by apply online at: [www.heab.wi.gov](http://www.heab.wi.gov) ) Reciprocity recipients who earned credits during the 2011-2012 academic year will automatically have benefits renewed for the 2012-2013 academic year at the institution(s) reporting credits for the student during the 2011-2012 academic year. Therefore, these students do NOT need to complete a reciprocity application for the 2012-2013 academic year. If your current institution has not received notification of your renewal status by November 1, 2012, please contact the administering agency in your state of residence.

**DEADLINE:** The application deadline is the last day of classes at the institution attended for the term benefits are requested. **Applications will not be processed retroactively.** If you wish to receive reciprocity benefits for the entire academic year, your application must be correctly completed and postmarked by the last day of scheduled classes for fall term at the institution you are attending. If you would like confirmation that your application was mailed by the deadline, it is suggested you mail the application by certified mail with a return receipt requested from the post office.

**WHO IS ELIGIBLE:** The Minnesota-Wisconsin Tuition Reciprocity Program improves the postsecondary educational advantages for residents of Minnesota and Wisconsin through greater availability and accessibility of postsecondary opportunities. Under the reciprocity program, any student who is enrolled in an eligible program and meets residency requirements at a public university in Wisconsin may attend a Minnesota public institution on a space available basis and pay the established reciprocity tuition charges for course work that is located in Minnesota. Similarly, any student who is enrolled in an eligible program and meets residency requirements in Minnesota may attend a Wisconsin public institution on a space available basis and pay the established reciprocity tuition charges for course work that is located in Wisconsin. **Professional students enrolling in a Doctor of Medicine, Doctor of Dental Sciences, or Doctor of Veterinary Medicine program at a public institution in either state will NOT be eligible for reciprocity benefits, since those programs are not covered by the tuition reciprocity agreement.**

**ELIGIBLE INSTITUTIONS:**

<b>Wisconsin</b>	UW-River Falls	Fond Du Lac CC	North Hennepin CC	Metropolitan State University
UW-Madison	UW-Stevens Point	Hibbing CC & TC	Northland CC & TC	St. Cloud State University
UW-Milwaukee	UW-Stout	Inver Hills CC	Rainy River CC	Southwest MN State University
UW-Green Bay	UW-Superior	Itasca CC	Ridgewater College	Winona State University
UW-Parkside	UW-Whitewater	Lake Superior College	Riverland CC & TC	University of MN-Twin Cities
UW-Colleges		Mesabi Range CC & TC	Rochester CC & TC	University of MN-Crookston
UW-Eau Claire	<b>Minnesota</b>	Minneapolis CC & TC	Vermilion CC	University of MN-Duluth
UW-LaCrosse	Anoka-Ramsey CC	Minnesota State CC & TC	Bemidji State University	University of MN-Morris
UW-Oshkosh	Central Lakes College	Minnesota West CC & TC	MN State University, Mankato	
UW-Platteville	Century College	Normandale CC	MN State University Moorhead	

**NOTIFICATION OF ACCEPTANCE:** You will receive the results of your application within six weeks after you have applied. If you do not receive results within six weeks, you should assume your application has not been received and apply again.

**APPLICATION FOR ADMISSION:** Application to the Minnesota-Wisconsin Reciprocity Program does not constitute application for admission to an educational institution. Regardless of your eligibility for tuition reciprocity, you must still apply and qualify for admission to the school of your choice, following the procedures required by that institution.

**ADMINISTRATIVE AGENCIES:** The Wisconsin Higher Educational Aids Board (WHEAB) will determine the residency and eligibility status of Wisconsin applicants enrolled in Minnesota public institutions and will certify to the Minnesota public institutions that the students are eligible to pay the established reciprocity tuition charges. Similarly, the Minnesota Office of Higher Education (OHE) will determine the residency and eligibility status of Minnesota applicants attending Wisconsin public institutions and will certify to the Wisconsin public institutions that the students are eligible to pay the established reciprocity tuition charges.

**MINNESOTA RESIDENTS – Return application to:**

Minnesota Office of Higher Education  
Reciprocity Program  
1450 Energy Park Drive, Suite 350  
St. Paul, Minnesota 55108-5227

**WISCONSIN RESIDENTS – Return application to:**

Wisconsin Higher Educational Aids Board  
Reciprocity Program  
P.O. Box 7885  
Madison, Wisconsin 53707-7885

**NOTICE TO APPLICANTS**

**Notice to Applicants-**Section 7(b) of the Federal Privacy Act of 1974 (5U.S.C.552a) requires that when any federal, state, or local government agency asks you to disclose your Social Security Account Number you must be advised whether that disclosure is mandatory or voluntary, by what statutory or other authority the number is solicited, and what uses will be made of it. Accordingly, you are being advised that disclosure of your social security number is voluntary.

The Social Security number will be used to verify your identity, and as an identifier of your file in order to record necessary data accurately. As an identifier, the Social Security number is used in the Tuition Reciprocity Program for such purposes as processing the application form, program evaluation and reporting, and notification of program eligibility to institutions.

Pursuant to Minnesota Statutes, Sec. 13.04, Subd. 2 (2006), you are hereby informed that the information supplied in this application may be used as follows: (1) in the processing and verification of the data supplied to determine your eligibility for this program; (2) for compilation and analysis of summary data relative to this program; and (3) for dissemination of the information to the school. You are not required to provide the information supplied in this application. Failure to submit requested data may prevent further processing of this application. This information supplied in this application may be shared with other public and private individuals and entities in order to use the information for the purposes specified above.

The Minnesota Office of Higher Education does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. This document can be made available in an alternative format to individuals with disabilities by calling (651) 642-0567 or 800-657-3866.



15. Did you receive reciprocity benefits in any prior years? ( ) NO ( ) YES If YES, name of institution _____ from ___/___/___ to ___/___/___	
16. Were you or will you be claimed as a dependent?	
a. On parents or guardians 2011 Federal/State Income Tax?	NO ( ) YES ( ) If yes, what state? _____
b. On parents or guardians 2012 Federal/State Income Tax?	NO ( ) YES ( ) If yes, what state? _____
17. Did you or will you claim yourself?	
a. On your 2011 Federal/State Income Tax?	NO ( ) YES ( ) If yes, what state? _____
b. On your 2012 Federal/State Income Tax?	NO ( ) YES ( ) If yes, what state? _____
18. What was your status in 2011?	
a. Employed?	NO ( ) YES ( ) If yes, dates employed _____
b. Full-time Student?	NO ( ) YES ( ) If yes, institution _____
c. Part-time Student?	NO ( ) YES ( ) If yes, institution _____
d. Graduate Assistant?	NO ( ) YES ( ) If yes, institution _____
e. Other?	NO ( ) YES ( ) If yes, explain _____

**THIS APPLICATION MUST BE COMPLETED IN FULL AND SIGNED BY THE APPLICANT. IF THE APPLICATION IS NOT COMPLETE, IT WILL BE RETURNED TO THE APPLICANT FOR COMPLETION. THE APPLICATION MUST BE SUBMITTED TO THE APPROPRIATE AGENCY BY THE DEADLINE IN ORDER TO BE CONSIDERED. See instruction sheet for information regarding deadlines.**

### **CERTIFICATION**

**I HAVE READ THE INSTRUCTIONS ON THE ATTACHMENT TO THIS APPLICATION CONCERNING MY RESPONSIBILITIES.** I declare under penalty of criminal laws of the State of Wisconsin/Minnesota that this application has been examined by me and to the best of my knowledge and belief is true, correct and complete.

<b>Applicant's Signature:</b>	<b>Date:</b>
<b>Email Address</b> (optional)	<b>Telephone Number:</b> (include area code) ( ) _____ - _____

**Minnesota residents enrolling in Wisconsin institutions return application to:**

Minnesota Office of Higher Education  
Reciprocity Program  
1450 Energy Park Drive, Suite 350  
St. Paul, MN 55108-5227

**Wisconsin residents enrolling in Minnesota institutions return application to:**

Wisconsin Higher Educational Aids Board  
Reciprocity Program  
PO Box 7885  
Madison, WI 53707-7885

**Additional comments : (use additional paper if needed)**