

MEMORANDUM

TO: MIT Faculty

FROM: Claude R. Canizares *CR*

SUBJECT: Change in Visiting Student Policy

DATE: May 25, 2012

On April 12, I wrote to inform you of changes in the cost and procedures for appointing Visiting Students. Based on questions we have received from the faculty and staff since that announcement, we have concluded that more time is needed to allow the community to plan for the changes. We have decided to delay the implementation of the Registration Fee until the spring term of 2013. **However, the twelve-month limit on the term for a Visiting Student that was announced in the April 12 memorandum is in effect and will not be delayed.**

- The Registration Fee and Student Activities Fee will be required for any student registering for the spring term in 2013 and fees must be paid immediately before registration.
- Visiting Student Request Forms for students arriving prior to the spring term but staying at MIT beyond January 31st must include provisions for payment of the fee for the spring term.
- If the student's term overlaps a subsequent semester by a short period, the full Registration Fee for the semester must be paid in advance. There will be no waivers of this payment. Consult the Registrar's Pro-ration Tables to estimate whether funds will be returned when the student departs: <http://web.mit.edu/registrar/reg/costs/proration.html>. In some cases it may be best to plan visits that coincide with academic terms.
- After January 31, the Student Activities Fee of \$140 will be collected for the spring and fall terms. The fee will not be collected for the summer term.

Attachment: April 12 Memorandum