



## GMAT® FEE WAIVER PROGRAM

The GMAT® Fee Waiver program permits business schools that use the GMAT exam to provide access to the standard GMAT exam to a limited number of prospective students whose financial circumstances prevent them from paying the US\$250 fee on their own. The GMAT Fee Waiver Program is underwritten by the Graduate Management Admission Council (GMAC), an international association of business schools. GMAC wants to ensure that the cost of the GMAT exam does not keep economically disadvantaged candidates from applying to graduate business school.

GMAC does not provide fee waivers directly to test takers; rather, they are provided directly to schools upon request. Preference is given to schools that supply evidence of established programs specifically recruiting underserved or economically disadvantaged groups. Deference is given to schools in determining and verifying a candidate's economic need. Schools that use GMAT scores in their admissions process may apply for up to 10 fee waivers per calendar year and are asked to provide a monthly accounting to help GMAC monitor its outreach efforts. Additional fee waivers may be available upon request.

To request fee waivers, schools must email [feewaivers@gmac.com](mailto:feewaivers@gmac.com). Schools must indicate the following in the email: 1) the name of the school and business program, 2) the number of fee waivers requested, 3) the intended use of the fee waivers, and 4) a brief summary of the nature of the outreach program, if applicable, for underserved economically disadvantaged candidates. Upon approval, schools will receive the requested fee waiver codes via a secured email. Test takers must use the fee waiver code when they register for their GMAT appointment, either online at [mba.com](http://mba.com) or by calling GMAT Customer Service in their region. Each fee waiver code is good for the entire GMAT fee; the test must be registered for and taken within one year of the date in which the school received the code. Upon distribution, schools must provide the Graduate Management Admission Council with a list of the candidates who received the GMAT Fee Waiver by emailing [feewaivers@gmac.com](mailto:feewaivers@gmac.com).

## FAQS:

### **Q: How do we go about requesting GMAT Fee Waivers?**

A: Email [feewaivers@gmac.com](mailto:feewaivers@gmac.com). Please include the following in your request:

- 1) Name of your school and business program
- 2) Number of fee waivers requested
- 3) Intended use of the fee waivers
- 4) A brief summary of the nature of your outreach program, if applicable, for underserved or economically disadvantaged candidates

### **Q: If we do not have an established outreach program for underserved or economically disadvantaged students but have identified test takers in need, may we still request fee waivers?**

A: Yes.

### **Q: How many fee waivers may we request at one time?**

A: Up to 10. Schools with programs to systematically identify disadvantaged students may be eligible for more.

### **Q: May we request 10 fee waivers at once and distribute them as needed throughout the year?**

A: Yes, but remember that the fee waivers are good for 12 months from the date the waiver numbers are sent to you from GMAC. Expired fee waiver numbers cannot be reissued.



**Q: May we request just one fee waiver if we have only one test taker with demonstrated need?**

A: Yes.

**Q: If we have a specific outreach program and need more than 10 fee waivers, may we request them?**

A: Yes. Please keep in mind that GMAC has a limited number of fee waivers available each year. You may request additional fee waivers based on availability.

**Q: Does the waiver expiration date mean the registration date or the test date?**

A: The expiration date is the test date; examinees have 12 months to take the GMAT exam from the day GMAC sends the fee waiver to the school. Appointments can be made up to six months in advance, and walk-ins are not accepted. Test takers should be advised that test center appointments often fill up well in advance, particularly for weekend appointments.

**Q: How does GMAC define “economically disadvantaged”?**

A: GMAC leaves that determination to the schools.

**Q: What sort of monthly accounting do you need for how we distributed the fee waivers?**

A: You should send the following via email to [feewaivers@gmac.com](mailto:feewaivers@gmac.com):

- 1) Test taker name
- 2) GMAT Fee Waiver number assigned
- 3) Method for determining eligibility

**Q: If we provide a fee waiver to a candidate, can we have the Official Score Report sent to us exclusively?**

A: No. The fee waiver is good for one test administration, which includes up to five Official Score Reports sent to programs of the examinee’s choosing.

**Q: Once we apply, how will we receive fee waivers?**

A: Upon approval of your request, GMAC will provide the fee waiver codes to you via a secure email.

**Q: Where do we go if we have more specific questions?**

A: Please send your questions to [feewaivers@gmac.com](mailto:feewaivers@gmac.com).

**Q: Can students use a GMAT Fee Waiver to reschedule a test or send a score report?**

A: No, each GMAT Fee Waiver is good for one test administration only.

**Q: May we provide a fee waiver for a student who wants to retake the GMAT exam?**

A: Yes. A school may elect to provide a fee waiver to an economically disadvantaged candidate wishing to retake the exam.

**Q: Can students apply directly to GMAC for fee waivers?**

A: No. GMAC does not provide fee waivers directly to students.