



ACADEMIC COMMON MARKET PROCEDURES

Students who wish to obtain Academic Common Market benefits at Marshall University must follow these steps:

1. Provide to the Office of Academic Affairs, 110 Old Main, an original certification from the student's residency state agency approving Academic Common Market to a specific program at Marshall University.
2. Provide proof of admission to Marshall University and to the specified program. This should be delivered to the Office of Academic Affairs.
3. Provide proof of satisfactory progress within the specified program each semester. This can be done by completing the Academic Common Market Satisfactory Progress Report, available in the Registrar's Office, 106 Old Main, or online at www.marshall.edu/academic-affairs/studentresources.asp, prior to the due date for fee payments for any term of enrollment.

The deadlines for submission of all materials is the last day of late registration for the semester for each term of enrollment.

NOTE: The Academic Common Market waiver (ACM waiver) **will not** change your student status from Non-resident to Resident. Your student status will remain Non-resident; therefore, your fees will always be assessed based on ones student status. Once the Office of the Bursar has been notified by the office of Academic Affairs that a student is academically eligible for the ACM waiver, it is applied to an account. The waiver amount will bring the cost of tuition down from Non-resident (or Metro) to resident.