

**From:** Vice Provost and Dean Robin L. Garrell

**Sent:** Thursday, May 25, 2017 4:37 PM

**Subject:** New Online Filing Fee Application for Graduate Students - Available June 1

## **UCLA** Graduate Division

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**Date:** May 25, 2017

**To:** Deans, Directors, and Department Chairs

**From:** Robin L. Garrell, Vice Provost for Graduate Education & Dean, Graduate Division

**Re:** **New Online Filing Fee Application for Graduate Students – Available June 1**

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Dear Colleagues,

The Graduate Division is delighted to announce the beta launch of a new online Filing Fee Application.

The Application enables:

- Students to instantly check their eligibility for the Filing Fee
- Faculty to electronically review and enter a decision on applications
- Students, faculty, and staff to view and monitor the status of a student's application as it makes its way through the submission process
- Students, faculty, and staff to access the application on touchscreen phones and iPads in the same manner as on a desktop.

The beta version online Filing Fee application will be available to eligible graduate students beginning June 1, 2017 through Tuesday, September 5, 2017 via this [link](#):

<https://grad.ucla.edu/academics/graduate-study/filing-fee-application/>

During the beta period, graduate students may choose to try the online application or use the paper-based PDF form to submit their application for Filing Fee usage during Summer 2017 or Fall 2017.

The Filing Fee application is the result of a collaboration between students, staff, and faculty who met with and advised the Graduate Division over the last three years. Our thanks go out to the students, staff and faculty who helped pilot the application in the departments of Computer Science, Economics, Electrical Engineering, History, Materials Science & Engineering, Political Science, and Urban & Regional Planning.

Please feel free to contact [academicservices@grad.ucla.edu](mailto:academicservices@grad.ucla.edu) with any questions.

Best regards,

**Robin L. Garrell**

Vice Provost for Graduate Education

Dean, Graduate Division