
Strategies for Using SAT Fee Waiver Codes

Resources to help you support your **fee waiver–eligible** students

SAT® fee waivers give many low-income students the opportunity to take the SAT. Whether scores are required or optional, the SAT helps students be seen by colleges and remains an important part of the admissions process.

SAT fee waiver codes are available in the Downloads tab of the College Board [K–12 score reporting portal](#). To view the codes, you must have access to the K–12 score reporting portal. Use detail access to the portal to review the Roster Report and see student usage of fee waiver codes to register for the SAT.

Keep in Mind:

- Students only need to use a fee waiver code 1 time to access all their fee waiver benefits in their College Board account.
- Unused fee waiver codes leftover from previous years are valid and can continue to be used. They do not expire.
- Students can also request a fee waiver directly from College Board. Eligible students can receive SAT fee waiver benefits by logging in to their College Board account and submitting a request. [Learn more](#).
- Visit our [website](#) for more details about getting fee waivers.

Accessing Fee Waiver Codes (For schools only)

1. Log in to the [K–12 score reporting portal](#).
2. Click the **Download** tab and select **My Custom Reports From College Board**.
3. Download the Fee Waiver Codes file.

Suggestions:

- Copy each code onto the [Educator Fee Waiver Codes Tracking Form](#). This helps you keep track of which fee waiver codes are still available to distribute and avoid giving the same code to multiple students.

And/or

- Copy each code onto a [Student Fee Waiver Tracking Form](#). This helps you distribute 1 code to each fee waiver–eligible student in a transparent and organized way.

Distribution Strategies

1. Review the [Fee Waiver Service Educator Guide](#) and meet individually with students eligible for an SAT fee waiver.
2. Show each student how to use their fee waiver code when they register for the SAT.
3. Remind students of the benefits they'll earn when they use a fee waiver.

Suggestions:

- Copy and paste a fee waiver code in emails to eligible students. Students can easily search their emails for the code, and you'll also have an electronic copy. Students can also copy and paste the code during online SAT registration.

And/or

- Use the [Student Fee Waiver Tracking Form](#) that you've prepopulated with the fee waiver codes. Email or hand the student the form with a code (or both) that they can reference during online registration.

Recordkeeping Strategies

1. Keep track of the codes you've distributed so you know which codes are still available to distribute, avoid giving the same code multiple times, and can assist students who lose their codes.
2. Refer to the Roster Report in the K–12 score reporting portal to confirm which students have used their fee waiver code.
3. If applicable, check in with your counseling colleagues to manage fee waiver codes, and track distribution and usage, ensuring that students are connected to all available benefits.
4. The codes you download/receive are for your entire school. If your school needs additional codes, please call the Educator Help Line at 1-888-SAT-HELP.

Suggestions:

- Save the [Educator Fee Waiver Codes Tracking Form](#) to a shared drive that all counselors can access, review, and update.
- Review the Roster Report in the K–12 score reporting portal to see which students have used a fee waiver for SAT registration. (Schools only)
- Create a folder in your email to store all emails sent to students with their fee waiver codes.
- Retain a copy of the recordkeeping portion of all [Student Fee Waiver Tracking Forms](#) shared with students, either electronically or in paper format, in a folder for easy retrieval and review.