

PRIORITY DEADLINES: SUMMER SEMESTER – May 25th, 2009.
FALL SEMESTER – May 25th, 2009.
SPRING SEMESTER – December 15th, 2009.

Appeal Semester (Example: Fall 2009)

*****APPLICATIONS WILL NOT BE ACCEPTED OR REVIEWED AFTER THE 1st WEEK OF CLASS.**
*****HAND DELIVERIES WILL NOT BE ACCEPTED.**



ACADEMIC AFFAIRS / FINANCIAL AID APPEAL APPLICATION

for Undergraduate and Graduate Students

ATTENTION STUDENTS: YOU MUST TYPE on a separate sheet of paper, an explanation of the circumstance that caused your academic/financial aid suspension or probation. Be specific in your explanation. You must provide proper documentation to substantiate your reason(s) for appeal.

Examples of proper documentation: Doctor's statement/letter or death certificate with a notarized statement regarding kinship to the deceased. Funeral programs and newspaper obituaries are only accepted with other forms of certification.

TYPE or PRINT

DATE:

Last Name	First	Social Security Number
Address		(Area Code) Telephone
City, State, Zip Code		
Classification	E-mail Address	

TYPE OF APPEAL (Check all that apply)

- Academic Appeal Only
- Financial Aid Appeal Only
- Both types - Academic & Financial Aid Appeal

REASON FOR APPEAL (Check all that apply)

- Medical
- Death of a Family Member
- Other (Specify)

Send this form with supporting documents *certified mail to:*

University College
P.O. Box 9251
Baton Rouge, LA 70813-9251

ATTENTION: This application CANNOT be hand delivered. Send by certified mail.

NOTE: ALL supporting documents and application must arrive **TOGETHER! FAXES, LATE DOCUMENTS AND APPLICATIONS WILL NOT BE ACCEPTED!** All appeals must be completed by the student on suspension or probation and NOT by parents, guardians, friends or other parties.

Committee use only:

Prior Financial Aid Appeals _____ SGPA _____ SAH _____ SEH _____ SC% _____

CGPA _____ CAH _____ CEH _____ CC% _____ Approved: _____ Denied _____

Reason for Denial _____

Comments: _____

Signature: _____ Date: _____

NOTE: Students may contact any of the following offices to inquire about his/her decision. Center for Student Success – 771 4312; Financial Aid – 771 2790; Academic Affairs – 771 2360 or Enrollment Management – 771 4361.