

# Student Finance Appeal Form



## Electronic form instructions

This form can be completed just as you would a paper document. The two main questions on this form will automatically expand to the length of your request.

## Submission instructions

Once the Appeal Form is completed please print then sign the form. You can then either mail or fax the document to us.

### Mailing address

Student Finance

PO Box 370

Collegedale TN 37315

### Fax Number

423.236.1894

### Email address

studentfinance@southern.edu

## Deadline for submitting appeal form

The deadline for submitting an appeal to the committee is 12 p.m. on Monday for it to appear on the agenda for the current week. The committee meets most Wednesday mornings depending on number and urgency of the appeals received by that time.

## Response from committee

A copy of this form along with the committee decision will be mailed to you.

# Student Finance Appeal Form

Financial Appeals Committee     I.R.P. (Tennessee Hope Scholarship Appeal)



## Before your appeal will be considered, a student will need to:

- Submit a completed appeal form with any supporting documentation.
- Meet with your Student Finance Counselor.
- If applicable you may need to complete the FAFSA process or the International Student Aid Application; accept all types of financial aid offered, including parent loans (if eligible) and subsidized/unsubsidized loans; and/or allocate at least 75% of your work funds to your student account.

## STUDENT INFORMATION

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Mailing address: \_\_\_\_\_ Cell phone #: \_\_\_\_\_

Do you live?                     On Campus                     Off Campus                    \_\_\_\_\_ Current major: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Current cumulative GPA: \_\_\_\_\_  
Current class standing:  Freshman     Sophomore     Junior     Senior     Masters    Current unpaid balance: \_\_\_\_\_

## APPEAL

What is your request to the committee and the rationale for this request? (Please include your financial plan, particularly what you and/or your financial sponsor(s) will be doing to help with your situation and any special circumstances.)

Employed by: \_\_\_\_\_ Hours Per Week: \_\_\_\_\_ Wage: \_\_\_\_\_

How much have you paid on your account? \_\_\_\_\_

How much will you and/or a sponsor contribute for the rest of the semester? \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_  Date: \_\_\_\_\_

Student Finance Counselor Signature \_\_\_\_\_ Date: \_\_\_\_\_

Date auto adds upon printing