



New Mexico Tuition Scholarship Appeal Form

Students who have unforeseen extenuating circumstances that prevented them from meeting the requirements for New Mexico Tuition Scholarships are eligible to submit an appeal. Appeals are reviewed by the Office of Financial Aid. Submission of an appeal form does not guarantee approval.

Appeal form must include:

1. Detailed personal typed statement explaining:
 - a. details of the extenuating circumstances to include: dates the circumstance occurred and the duration of the circumstance and how it affected your ability to complete course work
 - b. plan of action to help ensure successful meeting of the requirements in the future
2. Pertinent documentation to support the appeal such as letters from official personnel or appropriate authorities, doctor statements, court documents, etc.

Please select the appropriate scholarship you are appealing for:

New Mexico Legislative Lottery Scholarship

New Mexico Opportunity Scholarship

Please indicate the reason for requesting the Scholarship Reinstatement:

Medical

Death in the family

Family Crisis

Other Extenuating Circumstance Not Listed

Request for a credit hour exemption during graduating semester or program curriculum restrictions.

An appeal can be submitted for a credit hour exemption if:

- o a student is scheduled to graduate and is in their last semester of coursework and/or
- o coursework is limited due to program curriculum

Students in these situations will complete applicable items on this form and submit a statement regarding their graduation status and/or coursework limitation along with a copy of their degree plan. The degree plan must be signed by an advisor and the student. Remaining courses needed for graduation should be highlighted and the student must be enrolled in these specific courses.

Student Name

WNMU#

Student Signature

Date

I certify the information provided is true and correct to the best of my knowledge. I acknowledge that the appeal process is offered due to extenuating circumstances beyond my control and all decisions are final. I also understand that if approved, progress will be monitored at the end of every term until the overall eligibility requirements are met. I acknowledge only one appeal may be afforded.

Exceptions:

- Students who submit ADA accommodation documentation through the WNMU Accessibility Office may enroll in the number of classes and can receive the scholarship for up to 14 part time semesters depending upon enrollment. Students wishing to take advantage of this accommodation must submit documentation from the WNMU Accessibility Office prior to each semester.
- Students who are unable to start their college education within the required timeline due to Military or Religious Service must notify the WNMU Office of Financial Aid prior to their delayed qualifying semester and include documentation of service (example:DD-214 for Military).