



Tennessee Education Lottery Scholarship (HOPE Scholarship)

HOPE Scholarship Appeals Guidelines

Student Financial Services 1900 Belmont Blvd. Nashville, TN 37212 615-460-6403 615-460-6141

The Tennessee Education Lottery Scholarship or HOPE Scholarship is awarded based on policies set forth by the Tennessee Student Assistance Corporation (TSAC). <http://www.tn.gov/CollegePays/>

TSAC **does not** grant the authority to allow appeals (**regardless of the circumstances**) for the following:

- GPA requirements for both initial and continuing eligibility.
- Score requirements for ACT, SAT, and GED tests.
- Limit on attempted hours or years of enrollment.
- Income limit for a Need-Based Supplemental Award.
- Residency status.

TSAC **does** allow for students who are denied eligibility to appeal the loss of the HOPE Scholarship due to the following:

- Withdrawal from the university.
- Failure to enroll within 16 months of high school graduation, home school completion, or GED test date.
- Failure to enroll for one or more required semesters.
- Other extenuating circumstances beyond your control (must be verifiable and thoroughly documented by authoritative sources).

Guidelines

- Appeal requests must be completed by the student. Appeals submitted by parent or legal guardian will only be accepted when the student is mentally or physically incapable of submitting the appeal.
- Appeals will not be reviewed until all of the following are received
 - Letter of appeal with detailed explanation
 - Supporting Documentation such as medical records, police reports, letters of reference, or other documentation to support the appeal
 - Appeals Request Form completed by the student including all contact information and signature.

REMEMBER: Appeals will not be reviewed without documentation of one's extenuating and/or personal circumstances. "Extenuating circumstances" must be beyond the student's control, and an "undue hardship" must be a condition far more serious than a result of inconvenience.

All appeals must be requested from you as a student in written form to the Institutional Review Panel for HOPE Scholarship Appeals within 45 days of eligibility status notification.

If, after reviewing the information above, you feel that you can meet the criteria for an appeal, please complete the HOPE Scholarship Appeals Form. Make sure you supply all information requested, sign and date the form, attach all appropriate documentation, submit the form to the Office of Student Financial Services, and keep a copy of the form and all documentation for your records.



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Appeals Request Form

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To request an appeal, please submit the completed form to Student Financial Services along with:

1. A detailed letter of appeal explaining your petition for eligibility
2. Any relevant or supporting documentation

Name _____
Last First Middle

BU ID #: _____

Phone Number: _____ Alternate Phone Number: _____

E-mail Address: _____

Mailing Address: _____
Street City State Zip Code

For what semester are you appealing? _____

Please check which type of appeal applies:

Change in enrollment status Withdrawal from the University

Indicate the reason for the appeal:

Personal Illness Extreme Financial Hardship
Military Service Religious Commitment
Other extraordinary circumstance beyond student's control
Illness or death of immediate family member

I certify that I have reviewed the HOPE Lottery Scholarship's appeal guidelines. I also certify that all of the above statements and attached documentation are true and accurate.

Student's Signature: _____ **Date:** _____