

2023-24 USFA University Scholarship Eligibility Appeal Form

Student ID Number: _____ Email: _____

Student's Full Legal Name: _____
(Please print clearly) Last First Middle

Students may use this form if they have been notified that they have lost eligibility for University Scholarships administered by USFA. Complete both pages of this form and return to the Office of University Scholarships and Financial Aid (USFA).

Note: This appeal form is not for college or departmental scholarships and does not replace a SAP appeal.

1.) Please check what you are appealing for:

- I received _____ and wish to appeal to maintain eligibility in the upcoming year.
(List all scholarships that apply)
- I did not have a University Scholarship but am petitioning to maintain eligibility for consideration in the upcoming year. I understand that submitting this appeal does not mean I will be awarded a scholarship.

2.) Please check the reason(s) applicable to your appeal:

- I did not file a FAFSA for the upcoming year by the priority deadline, March 1
- I did not earn the required cumulative 3.0 GPA
- I will not earn at least 30 credits in the academic year
- I will not earn at least 30 credits at VT; however, I have enrolled in _____ transferable summer credits at another institution
- I have reached my scholarship's maximum number of years

To submit an appeal, **you must** provide the following in addition to this form:

1. A detailed, typed letter explaining your extenuating circumstances and what actions you have taken to correct the situation. **Appeals will not be reviewed without a detailed letter.**
2. Third party supporting documentation (such as death certificate or statements from medical doctors, advisors, psychologists, etc.) If you are unable to provide documentation, please explain this in your letter.

For the security of your personal information, the Virginia Tech Office of University Scholarships and Financial Aid does not accept completed forms sent via email. Please return completed forms to us via the document uploader, <https://finaid.vt.edu/documentuploader.html>, or by fax, 540-231-9139.

USA Administered Scholarship Eligibility Terms and Conditions

As a scholarship recipient, you must acknowledge and meet these criteria to maintain eligibility for VT scholarships awarded by the Office of University Scholarships and Financial Aid (USFA).

I agree to:

- File a [FAFSA](#) by the priority deadline, March 1 each year
- Complete verification, if selected
- Demonstrate need (for need based scholarships)
- Meet [Satisfactory Academic Progress \(SAP\)](#) requirements
- Maintain a cumulative GPA of 3.0 or higher
- Remain continuously enrolled
- Enroll full time (12 hours) during Fall and Spring terms
- Earn at least 30 credits each academic year
- Not exceed my scholarship's maximum number of renewable years

If you do not meet these criteria, you will not receive your USFA administered scholarship in upcoming academic years.

Your scholarship type or amount can change. If you receive more aid or if your FAFSA data changes, your financial aid package will be adjusted according to federal, state, and institutional regulations.

The criteria listed above only apply to USFA administered scholarships and do not necessarily pertain to any college or departmental scholarships.

Read all messages associated with each of your scholarships in Financial Aid Self-Service to understand any additional criteria.

Find more information on maintaining eligibility for USFA administered scholarships [here](#).

Student Acknowledgement of Terms & Conditions:

I understand that I must meet each of the above eligibility criteria to maintain eligibility for USFA administered scholarships.

Student's Signature _____ Date _____

Student Certification:

I understand that appeal decisions are made on a case-by-case basis. I understand the submission of this form does not constitute an approval of my appeal or that an approved appeal will result in receipt of USFA administered scholarship. I will be notified of the committee's decision by email at the address provided.

Student's Signature _____ Date _____

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