

2024-25 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).

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 2024-25 FAFSA for the upcoming year by the priority date, March 1. (I understand that appeals will not be reviewed without a FAFSA on file. If approved, I understand that I will be put on a scholarship waitlist and that this waitlist is awarded in order of FAFSA completion date. I understand that USFA cannot tell me when or if I will be awarded scholarships. I will plan to cover my expenses without scholarship.)

I did not earn the required cumulative 3.0 GPA (PSI & Clark Scholars only)

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 and have provided a copy of my registration as documentation.

I have reached my scholarship's maximum number of years

3.) Describe the extenuating circumstances that prevented you from meeting the requirements for USFA scholarship eligibility. (If this space is not sufficient, please attach a typed letter.)

4.) Describe what has changed such that you do not anticipate that these circumstances will continue to impact your ability to meet the requirements for USFA scholarship eligibility.

5.) Please include third party documentation (such as a death certificate, letters from medical doctors, police report, etc.) with your appeal. Appeals without documentation will be marked incomplete. If there is a reason that you are UNABLE to provide third party documentation, please explain that here.

USFA Administered Scholarship Eligibility Terms and Condition

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 date, 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 (PSI & Clark Scholars only)
- 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 my VT email address.

Student's Signature _____ **Date** _____

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>.