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Students withdrawing from all courses for a term due to an unexpected financial hardship may use this form to appeal the assessed tuition and fees associated with the withdrawn courses. Completed forms should be submitted to the Bursar's Office in person or emailed to MC\_Bursar@carle.com. Full policy details regarding Financial Hardship Appeals may be found on the College website.

**PLEASE NOTE:** This appeal form is for the purpose of evaluating the eligibility of the requestor and does not constitute a guarantee of approval or liability relief. Students receiving financial aid and/or student loans may not be eligible for tuition credit.

## STUDENT INFORMATION

ID Number

Name Last, First, Middle

Home Address

E-mail

Phone #

## ACADEMIC INFORMATION

Degree (Major)

Please indicate the Academic Year and Term for which you are appealing:

Year

Term

Please list the withdrawn courses associated with this appeal:

Course # and Section

Course # and Section

Course # and Section

Course # and Section

Course # and Section

## REASON FOR THE APPEAL

Please explain your situation and/or the extenuating circumstances on which you are basing this appeal. May be attached as a separate document if necessary.

Student Signature \_\_\_\_\_ Date Completed \_\_\_\_\_

## OFFICE USE ONLY

Date Received \_\_\_\_\_

Comments:

Committee Determinations:

Chief Finance Officer:

Approve?

Chief Financial Aid Officer:

Approve?

Registrar:

Approve?

Date Appeal Completed/Finalized \_\_\_\_\_