

## 2014-2015 Appeal Request for Satisfactory Academic Progress

SECTION A: STUDENT INFORMATION		
Student Name	UNT Dallas College of Law Student ID#	SSN (last 4 digits only):

SECTION B: APPEALABLE REASONS AND DOCUMENTATION
<p>Please indicate the reason for the appeal below and attach the required documentation.</p> <p><input type="checkbox"/> Serious injury of the student and/or the student's immediate family. <b>Required Documentation:</b> Copies of medical records from doctor/hospital confirming injury and time period.</p> <p><input type="checkbox"/> Serious extended illness of the student and/or the student's immediate family. <b>Required Documentation:</b> Copies of medical records from doctor, hospital and/or Office of Disability Accommodation confirming illness and time period.</p> <p><input type="checkbox"/> Death of the student's close relative. Date of death: ____ / ____ / ____ (MM/DD/YY) <b>Required Documentation:</b> Copy of the death certificate or complete funeral program. Date of death will be verified through official records. Documentation must show relationship to student.</p>

SECTION C: PERSONAL STATEMENT
<p>Write a detailed personal statement, which <b>must</b> include the following information:</p> <ul style="list-style-type: none"> <li>• Explain the reason for the appeal. Please include details about your situation. If you had multiple situations, explain all of them in detail.</li> <li>• Explain when the situation occurred.</li> <li>• Explain how it affected your ability to successfully complete your courses during that time period.</li> <li>• Explain what has changed that will now allow you to successfully complete your courses.</li> </ul>

SECTION D: EXPECTED GRADUATION DATE
Please list your expected graduation date: _____

SECTION E: CERTIFICATION	
I certify that all the information contained on this form and in the supporting documentation is complete and correct. I understand that I must complete all sections, sign and return this form for my appeal to be processed for financial aid consideration. I understand that it may take 1-2 weeks for this request to be processed. <b>Electronic signatures are not accepted.</b>	
Student Signature	Date / /

Return this completed form with any required documentation to the UNT Dallas College of Law, Student Financial Aid & Scholarships, 1901 Main Street, Dallas, Texas 75201, or fax to (214) 752-5701 or save and attach as PDF and email to [col.financialaid@untdallas.edu](mailto:col.financialaid@untdallas.edu)