

Appeals must be made within the semester the tuition was applied to your account. Please ensure you have reviewed the Tuition Fee Appeal Process in its entirety. **Incomplete or non-appealable situations will not be reviewed.**

| A. PERSONAL INFORMATION | | | |
|---|--|---|----------------|
| Last Name | | First Name | Student Number |
| Have you applied to OSAP? <input type="checkbox"/> Yes <input type="checkbox"/> No | | Term <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Summer Year: 20_____ | |

| B. Additional Information | | |
|---|---|----------|
| Course(s) This Appeal Pertains To and the Last Date of Participation in Course(s) | Course | Last Day |
| | _____ | _____ |
| | _____ | _____ |
| | _____ | _____ |
| Registration Status | <input type="checkbox"/> I have withdrawn from all of my courses <input type="checkbox"/> I have dropped a course(s) but remain registered | |
| Documentation Attached | <input type="checkbox"/> Yes – Documents will NOT be returned <input type="checkbox"/> No | |

| C. Brief Explanation |
|--|
| What is the reason or circumstance surrounding this appeal request? (Attach a separate letter if necessary). |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |

| D. Acknowledgement | |
|--|-------------|
| I certify that the above information is complete and accurate. | |
| _____ | |
| Student's Signature | _____ |
| | Date |

Notice of Collection, Use and Disclosure of Personal Information
 The University of Guelph collects personal information under authority of the *University of Guelph Act* (1964) and in accordance with the Freedom of Information and Protection of Privacy Act (FIPPA), R.S.O. 1990, c.F.31 as amended. The information collected on this form will be used to process your request for a tuition fee appeal. Information may also be used by other University of Guelph officials to carry out their authorized academic and administrative responsibilities. Should you have any questions concerning the collection of your personal information, you can contact Student Financial Services at 416.798.1331 ext. 6256.

| FOR OFFICE USE ONLY | | | |
|---------------------|--|-------------------------------|------|
| Date Received | Request Status | Financial Advisor's Signature | Date |
| | <input type="checkbox"/> Granted <input type="checkbox"/> Denied | | |