

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 I have withdrawn from all of my courses 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		