

TAP/APTS Waiver Request Form

Name _____ Banner ID _____

The state aid regulations state that an institution may grant continued aid eligibility to a student if the institution determines that the student's failure to meet satisfactory academic progress and/or pursuit of program requirements is due to special circumstances. However, students are limited to one waiver of ineligibility as an undergraduate and one waiver as a graduate student. Examples of special circumstances include but are not limited to the death of a family member and injury or illness of the student. Please briefly indicate below the extenuating circumstances surrounding your request for a waiver of your state aid ineligibility and attach any supporting documentation (e.g. doctor's notes, supporting letters, death notices). Note: "immediate family" means legal guardian, parent, sibling, spouse, or child.

- Serious illness to student or immediate family
- Death of immediate family member
- Extreme personal emotional stress
- Serious and/or unusual personal circumstances (not already cited)

Briefly explain: _____

To be completed by Academic Standards Officer after meeting with the student:

- Waiver is approved for the fall / spring / summer 20__ semester.
- Waiver is denied for the fall / spring / summer 20__ semester.
- Student is granted a 2.0 waiver for the fall / spring / summer 20__ semester.
- Student is within compliance for the fall / spring / summer 20__ semester. Request for waiver does not apply.
- Student has exhausted Tap eligibility. Request for waiver does not apply.

Notes: _____

Academic Standards Officer _____ Date _____

I understand that I am only entitled to one Tap eligibility waiver as an undergraduate student and one as a graduate student, even if I attend multiple institutions. I also understand that failure to meet eligibility requirements will result in loss of Tap for at least one semester.

Student Signature _____ Date _____

Distribution: White - Academic Standards, Yellow - STUDENT ACCOUNTS, Pink - Financial Aid, Goldenrod - student