



MILITARY APPEAL FORM

Purpose: This form is used to request cancellation of tuition and fees as a result of changes in military duty or status. A letter from the student's First Sergeant and/or Commander verifying the reason(s) for appeal must accompany this request. The letter must be on United States Military letterhead.

LAST NAME	FIRST	MIDDLE
ADDRESS		
CITY/COUNTY	STATE	ZIP CODE
PHONE (DAY)	PHONE (EVENING)	
STUDENT ID NUMBER	EMAIL ADDRESS	
IF THIS IS A NEW ADDRESS PLEASE CHECK HERE <input type="checkbox"/> IF YOU ARE A NON-DEGREE-SEEKING STUDENT CHECK HERE <input type="checkbox"/> DATE _____		

For Year 20 _____ Fall Spring Summer I Summer II Military Term _____

DEPT.	NO.	SECTION	LOCATION	COURSE TITLE	CREDIT	DAY	COURSE STATUS (D, W, AW)

Please note: The appeal cannot be accepted if the student has a grade for the appealed course(s). Course(s) status must be Dropped (D), Withdrawn (W), or Administratively Withdrawn (AW).

OFFICIAL USE ONLY – DO NOT WRITE IN THIS SPACE

Documentation to support appeal request:

- First Sergeant or Commander Letter Travel Voucher (mandatory for appeals due to military travel)
 Other (please specify) _____

Decision: Approve Deny

Action: Do not bill military Bill student Other _____

Comments: _____

Reviewed by: _____ Date: _____

Please make sure student type in RGPE is coded correctly for accurate military code