

# Tennessee Tech University

Office of Financial Aid  
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Cookeville, TN 38505  
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financialaid@tntech.edu

## Notification of Intent to NOT Graduate and/or receive Future Financial Aid

Student Name: \_\_\_\_\_ T# \_\_\_\_\_

Student Signature: \_\_\_\_\_ Telephone: \_\_\_\_\_

Federal aid guidelines require that students who have notified the University of their intent to graduate during the current semester and then rescind that intent for any reason, must document the reason in writing to our office in order to re-establish aid eligibility for the upcoming semester. Please complete **ONE** section below and provide any required signatures that apply to your appeal for future aid. In addition to completing and turning in this form, **YOU MUST HAVE THE RECORDS OFFICE UPDATE YOUR EXPECTED GRADUATION DATE IN THE SYSTEM.** Records is located on 1st Floor of Derryberry Hall.

### Failure to Meet Graduation Requirements

Please indicate what has occurred that resulted in your change of status from Eligible to Graduate to Ineligible to Graduate. Acceptable reasons would include: failure of final semester course(s), advisement to take required course that has not been completed, etc. *34 CFR Part 682*

Reason: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Course(s) Required: \_\_\_\_\_  
\_\_\_\_\_

Advisor/Graduation Office Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

### Preparatory Coursework Exception

A student may apply for a federal loan for coursework the school has documented is necessary for him to enroll in an eligible program. The courses must be part of an eligible program otherwise offered by the school, though the student does not have to be in that program. If enrolled at least half time in these prerequisite courses, you are eligible for loans for one consecutive 12-month period (not per program) beginning on the first day of the loan period. If the program you are applying to is at an institution other than Tennessee Tech, please include a statement from that institution as to whether it is a Graduate or Undergraduate program and the specific courses you are **REQUIRED** to take to be admitted to that program.

To be eligible under this exception, the student must be taking classes that are a **PREREQUISITE** for admission to an eligible program. If you are only taking them to raise your GPA in order to be admitted, you would not qualify for loans under this exception.

Prerequisite Courses: \_\_\_\_\_

Program to be Admitted Into: \_\_\_\_\_

Offering Institutions Academic Advisor Signature: \_\_\_\_\_

### Section C: Explanations

Please use the back of this form for any additional documentation you feel is necessary to support to claim.