

# Undergraduate Funding Limit/3-Peat Appeal Form

Eligibility: Students who are being charged additional fees based upon the Undergraduate Funding Limit Rule or 3-Peat Rule.

All forms must be turned in to the Stephenville Registrar's Office **no later than 5 days prior** to the next Appeal Board meeting in order to be heard during the next Appeal Board meeting. All appeals will be held on the Stephenville campus.

Student Name \_\_\_\_\_  
Last First Middle

Student ID Number \_\_\_\_\_

Student Email Address \_\_\_\_\_

You will be contacted by the Registrar's Office via your official go.tarleton.edu email address for your appointment time to meet with the Appeal Board. The inability to be reached may result in your forfeiting your appointment to meet with the Board members.

All communication will be conducted via your official email address.

Rule affected by:  Undergraduate Funding Limit Rule  
 3-Peat Rule  
 Both

Reason for excessive hours: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for filing an appeal: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please be specific for your reason for excessive hours and reason for filing an appeal so the Board can evaluate your situation. Your meeting with the Appeal Board will be limited to approximately 5 to 10 minutes so the more information provided beforehand will help aid the Appeal Board to make an informed decision. You may attach additional pages if needed. Please attach any supporting documentation that you might have supporting your reason for filing an appeal.

I swear that all the above information provided is true and correct and I understand that if the above information is found to be falsified in any way that the Appeal Board can choose to overturn any decision previously made. I understand that the decision made by the Appeal Board is final and that the decision is for the current semester only. If you want to appeal the additional charge for subsequent semesters you must do so every semester.

Students Signature \_\_\_\_\_

## Office Use Only:

Received by the Registrar's Office: \_\_\_\_\_  
Term the Student filed: \_\_\_\_\_

Date to meet with the Appeal Board: \_\_\_\_\_  
Appointment Time to meet with the Board: \_\_\_\_\_

Decision made:  Waive Charge  Uphold charges

Signature of the Appeal Board committee chair: \_\_\_\_\_  
Sent email to student: \_\_\_\_\_