

**South Carolina
Higher Education
Tuition Grants Commission**

115 Atrium Way, Suite 102 Columbia, SC 29223 Phone: (803) 896-1120 Fax: (803) 896-1126

REQUEST FOR REVIEW OF SC TUITION GRANT ELIGIBILITY

PLEASE NOTE: TO BE CONSIDERED, ALL APPEALS, WITH COMPLETE DOCUMENTATION, MUST BE RECEIVED BY THE COMMISSION'S APPEALS COMMITTEE BY NOVEMBER 15.

STUDENT'S NAME: _____

SOCIAL SECURITY NUMBER: XXX-XX-_____ (Last 4 Digits Only) DATE: _____

ADDRESS: _____
Street City State Zip Code

PHONE NUMBER: (_____) _____ E-MAIL: _____

COLLEGE: _____ ACADEMIC YEAR: _____

PLEASE PROVIDE A LETTER AND ANY OTHER SUPPORTING DOCUMENTATION DESCRIBING THE BASIS FOR YOUR REQUEST.

The Commission can better review your situation and make a quicker decision concerning your request if you submit clear explanations and reasonable documentation. Your request should include the following essential components:

1. A clearly written letter explaining the situation with sufficient information for the review committee to make a decision. The letter **MUST** be signed by the student **and** the student's parent(s), if the situation involves them, or the spouse, if the student is married.
2. Provide dates concerning the situation including, if applicable, a date for an expected end of the situation. Submit as much supporting documentation as needed.
3. Copies of ALL college transcripts, including transcripts from previously attended institutions, if applicable.
4. If your request for a review involves a change in income, assets, family size, or number of family members attending college, you must first approach your college's financial aid office concerning a "Professional Judgment Review." If your request is approved by your college's financial aid office, your financial aid administrator should provide all relevant information directly to the Commission.

PLEASE ALLOW 2 TO 4 WEEKS TO COMPLETE PROCESSING OF YOUR REQUEST.