Northwestern | QATAR

Supplemental Enrollment Benefit Cover Page

- The appeal statement must address in detail why the circumstances that have led to the extended time to degree are beyond their control. This is a critical factor in whether the appeal has merit. The student should also address his or her financial history with the University and why they believe paying tuition for another semester is unusually burdensome. If the student cites a health circumstance as a factor in the extended time to graduation, they should consider submitting a letter from a physician or treatment provider verifying the situation. No treatment details are necessary. If there are any additional materials that the student feels will support the appeal they should submit them. Students may choose not to do so but risk that the Committee may be unable to conduct a thorough consideration of the appeal and therefore be forced to deny it.
- The student submits the appeal to their primary academic adviser requesting for a letter supplementing the appeal along with any supporting materials for the purpose of the appeal.
- The adviser submits the student's appeal, along with a recommendation letter and any supporting materials to Student Records Office.
- The Committee will convene and review the appeal. Students should be aware the Committee will review their academic and financial records with the University as part of the appeal consideration. The decision will be communicated to the student and, if approved, student finance will apply the grant.

Student Name:_____
First Middle Last

Student ID: _____ Student Netid :_____

Academic Major: _____

Semester in which the student intends to graduate:	

The number of units pending to graduate:	

List the courses to be taken to meet the missing requirements to graduate:	

List any outstanding/incomplete grades and if any, whether and how they will be completed:	

Student Signature: _____ Date: _____