

Tuition Appeal

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Navigating the Tuition Appeal Process

Unexpected life events can sometimes interfere with your academic journey. If you were unable to complete your **term** due to extraordinary circumstances, you may be eligible for a tuition waiver through the formal appeal process.

Deadlines & Timeline

- **Submission Window:** You must submit your appeal within **90 days** of the end of the term.
- **Review Schedule:** The Appeals Committee meets **every other Wednesday** to review pending submissions.

Required Documentation

The committee cannot review an appeal without supporting evidence. Your documentation must be **official, dated, and from a professional source** (e.g., a police report for an accident, or medical records from a provider).

To be successful, your documentation must clearly address these three items:

1. **Extenuating Circumstances:** Evidence of the extraordinary event that prevented you from finishing your coursework.
2. **Timing:** Proof that these circumstances occurred specifically during or in relation to the term.
3. **Inability to Complete:** Demonstration of why it was unreasonable to finish the term or why options like an "Incomplete" or standard "Drop" were not viable.

The Personal Statement

The most critical part of your application is your **personal statement**. This is your opportunity to connect the dots for the committee. Use this space to clearly explain the "how" and "why": how the circumstances occurred and why they made it impossible for you to maintain your enrollment.

Pro-Tip: Be specific and concise. Ensure the dates mentioned in your statement align perfectly with your supporting documents.

Detailed information can be found at the [Appeals Center - Tuition Appeal](#)

****Please contact your success counselor to discuss your specific situation and to see if you might be an appropriate candidate for a Tuition Appeal.**
