



#Special Graduate Student

Office of Student Financial Aid

TO: Program or Department Chairperson

RE: Student Name:

T Number:

TSU assigned email:

Last 4 of SSN:

PROGRAM OF STUDY:

The student listed above has been classified as a Special Graduate (SPG) which means that they have not been admitted to a degree seeking program unless they meet one of the following exceptions. Because of this, they are not eligible to receive federal student aid. There are three exceptions to this federal regulation.

- 1. Courses that are needed for Teacher Certification.
- Must submit a list of all courses required for the certification
- Obtain appropriate signatures from the Office Teacher Education
2. Prerequisite for Graduate Degree Program - Courses that are considered by the Academic Program to be prerequisites prior to admission to a degree seeking program.
- Must submit a list of all courses required for admission into a graduate level program
- Obtain appropriate signatures from the Department Chair advising student seeking to enter the Graduate Program
3. Courses that are needed to complete a Certificate Program.
- Must submit a list of all courses required for the certificate program
- Obtain appropriate signatures from the Department Chair advising students seeking certificates

DEPARTMENT HEAD SIGNATURE

DATE

Signature verifies this student is enrolled in the courses indicated for teacher certification, admission to the graduate program, or a certificate program.

STUDENT SIGNATURE

DATE

As a student my signature indicates that I am enrolled in the courses indicated for teacher certification, admission to a graduate program, or a certificate program.

Return this form to: Office of Financial Aid, Tennessee State University, 3500 John A. Merritt Blvd, Financial Aid Office, Student Center, Room 343, Nashville, TN 37209; or finaid@tnstate.edu; or fax: (615) 963-7644.

http://www.tnstate.edu/financial\_aid/

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