



Institutional Scholarship Appeals

Scholarship Recipients who have completed their first year and failed below retention requirements

Each Tennessee State University scholarship has continuing eligibility requirements in regard to GPA, enrollment, and service (for certain scholarships). Scholarship recipients are notified of these renewal requirements in the scholarship agreement form sent with the original scholarship award letter.

Students who fail to meet service requirements (if applicable) will have their scholarships rescinded. Students are notified of their scholarship suspension status via their myTSU email account; consequently it is imperative that you check your mytsu email account regularly.

Who Can Submit an Appeal

- Scholarship recipients who did not meet GPA, completion, or service requirements because of extenuating circumstances
- Scholarship recipients who did not meet GPA requirements, but, who can reach the required GPA in a single semester and have a written plan for raising their GPA to the requirement

What an Appeal Should Include

Your appeal must include the following paperwork:

- A completed and signed Institutional Scholarship Appeal Form
- A detailed letter regarding your situation, including a description of why you were unable to meet the scholarship requirements and an explanation of how you will correct the problem in the upcoming semester
- If you are appealing based on extenuating circumstances: Documentation to support the appeal, such as statements from doctors, counselors, or other professionals must be attached

How to Submit an Appeal

Please submit your appeal to the Scholarship Office via email to scholarships@tnstate.edu. You will receive a response via your myTSU email account approximately two weeks after you submit your appeal.

Who to Contact for More Information

If you have additional questions about the appeal process or the documentation you need to provide (if applicable), you should email scholarhsips@tnstate.edu

