

170 North Street, Room 101
Dryden, NY 13053
Phone: 607.844.8222, Ext. 4321 Fax: 607.844.6538
Email: tlp@tompcortland.edu (URL be used for communication regarding your appeal request.)

1. _____

2. _____

I have been officially admitted by the College;

I have completed and filed my 2024-2025 FAFSA and submitted all financial aid documents;

Any outstanding Tompkins Cortland tuition bills must be paid in full (or payment arrangements have been made) before I can register for classes;

I am

If you are on Academic Probation or returning from an Academic Suspension, contact the Student Success Office regarding academic requirements for continuation at Success@tompcortland.edu.

Students interested in on-campus housing must resolve this matter before their housing request will be considered.

You will be notified to your

1. What were the specific extenuating circumstances that affected your academic performance at Tompkins Cortland? Include the date(s) when the circumstances occurred. Extenuating circumstances include lack of funds, failure to understand or adhere to college policy, or dissatisfaction with an instructor or course.

2. How have the circumstances now been resolved so that they will no longer have an impact on your studies?

3. Based on your answers to #1 and #2 above, what supporting documentation are you providing? Official documentation must be attached to the appeal form. Your appeal request will only be considered by the Review Committee if your circumstances fall within one of the categories below and documentation/verification is submitted.

✓		
	Serious illness or injury to the student.	Medical records, doctor's statement (including effective dates.)
	Extenuating circumstances involving an immediate family member (parent/legal guardian, sibling, child, spouse, significant other).	Medical records, death certificate, legal documents (including dates).
	Other circumstances beyond your control (such as house fire, flood, or other catastrophic event).	Official documentation verifying the event (including dates).
