

Student Fiscal Appeals

Original Implementation: January 30, 2007

Last Revision: January 28, 2020

Purpose

This policy establishes the process of evaluation and resolution of all student fiscal appeals.

General

The Fiscal Appeals Panel will consider appeals related to Stephen F. Austin State University (SFA) fiscal policy as it applies to student charges. The panel will be appointed by the vice president for finance and administration, chaired by the bursar, and include academic and administrative representation. The panel will make its decision based on the written information submitted.

Appeals will be considered when a student believes that extenuating circumstances justify removal or modification of charges. Appeals must be submitted in written form and must be based on extenuating circumstances, such as (but not limited to) catastrophic illness, injury, death in the family, or call-up for military service. Appeals of the penalty for excessive time to graduation and repetition of a course may be based on economic hardship for the student, and will be considered on a case by case basis. Appeals pertaining to the requirements to maintain eligibility for certain exemptions and waivers may also be based on economic hardship for the student or other good cause, and will be considered on a case by case basis.

Unless there are extenuating circumstances, appeals should be filed within 60 days of the date of the charge on the student's account that the student is requesting to appeal. Appeals will be considered only for the specific charge and specific term for which the appeal is requested.

The following may be appealed to the panel: penalty for excessive time to graduation (the 30 and 45-hour rule), extenuating circumstances culminating in withdrawal, late add fee, reinstatement fee, \$1,000 tuition rebate, penalty for repetition of a course more than twice (3-peat), and loss of eligibility for certain exemptions and waivers.

Specific procedures for making an appeal are found in the Student Fiscal Appeals Guidelines, Procedures, and Form located on SFA's business office website and at the business office.

Cross Reference: Tex. Educ. Code § 54.014, .2001; 19 Tex. Admin. Code § 13.108; Tuition Rebate (6.21); Student Fiscal Appeals Guidelines, Procedures, and Form

Responsible for Implementation: Vice President for Finance and Administration

Contact for Revision: Controller

Forms: Student Fiscal Appeal Form (part of the Student Fiscal Appeals Guidelines, Procedures, and Form)

Board Committee Assignment: Finance and Audit