



Student Fiscal Appeals

Purpose

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

Persons Affected

This policy applies to students with extenuating circumstances wishing to have their charges reviewed for removal or modification of charges.

Policy

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

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 in the family, death in the family, or economic hardship. 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.

Procedures

Filing an Appeal

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 eligibility for certain exemptions and waivers.

Specific procedures for making an appeal are found on the Student Business Services website on the Forms link and at the Student Business Services office.

Related Statutes or Regulations, Rules, Policies, or Standards

Tex. Educ. Code § 54.014, .2001
19 Tex. Admin. Code § 13.108



SFA HOP 04-126 Tuition Rebate

Responsible Executive

Vice President for Finance and Administration, Director of Treasury and Student Business Services

Forms

Student Fiscal Appeal Form, Student Fiscal Appeals Guidelines and Procedures

Revision History

September 1, 2023 (original)