

Appeal Procedures for Loss of Tulane Scholarships

Note: These procedures do not apply to the Louisiana Legislative Scholarship.

Students who do not meet the conditions of their probationary scholarship period may submit an appeal. This is an opportunity to show the Appeals Committee that you have reflected on your situation, taken steps to address challenges, and are actively engaging with Tulane support resources.

Your appeal should clearly demonstrate how you engaged regularly with Tulane's Student Support Offices while on probation. This includes actively connecting with resources such as Academic Advisors, Success Coaches, and Case Managers to support your academic progress.

How to Submit an appeal

- **Submit one pdf packet to:** tuschol@tulane.edu
- **Deadline:** Within 30 days of receiving probation notice
- **Subject line:** Student name, 9-digit Tulane ID, Semester being appealed, Scholarship Name
 - Example: *Jane Doe, 123456789, Fall 2025 Appeal, Tulane Scholarship*

Packet must include:

1. Personal Letter – Explain circumstances, steps taken to address challenges, and plan for academic success.
2. Documentation confirming you met with a Tulane advisor, Success Coach, or other Tulane Student Support Offices to discuss your situation and develop a plan for improvement.
3. Supporting Documentation Examples: Academic Advisors, Success Coaches, Case Managers, mental health counselors, doctors, and other support professionals.

Important Notes

- Appeals **are not guaranteed approval**
- The Appeals Committee may:
 - Deny appeals or automatically deny incomplete/late appeals
 - Request additional documentation
 - Approve with tailored terms based on your specific circumstances
- Decisions are final

Tulane Scholarship Appeal Checklist

My Personal Letter

- I included “ my name, 9-digit Tulane ID, Semester being appealed, Scholarship Name” in the subject line
- I explained what prevented me from meeting renewal requirements
- I described how I’ve addressed those challenges
- I included my official plan for success that I worked on with a Tulane Advisor, Success Coach, or Case Manager
- I showed clear effort and genuine commitment to success

Supporting Documentation

- Tulane Advisor, Success Coach, Case Manager
- Academic Support Professional
- Medical Professional
- Tulane Student Health Center
- Other: _____

Note: The appeal process and requirements are subject to change. Students will be notified of updates as they occur.