

Grade Change Notification Form Tennessee Education Lottery Scholarship (TELS)

To submit the completed form: **In person:** MT One Stop Student Services and Admissions Center (SSAC) – Room 210;
Mail: MTSU, MT One Stop, SSAC Room 260, 1301 East Main Street, Murfreesboro, TN 37132; **Fax:** (615) 494-7770. LOTGCH

Name: _____ **MTSU ID # :** M _____
Email Address: _____@mtmail.mtsu.edu **Phone:** (____) _____
Please Note: If we need to contact you about your scholarship request or other matters, we will generally do so via your MTSU email address. Please be sure to check your MTSU email account on a regular basis throughout the year!

TSAC's TELS Rules (1640-1-19-.22-(9)) states that "students who obtain a grade change shall notify the financial aid office within thirty (30) calendar days of the grade change".

If you are the recipient of a Tennessee Education Lottery Scholarship, you must inform the Financial Aid Office of any grade change, so that it may be determined whether your eligibility for the award is affected. Applicable grade changes include the following:

- A change from one letter grade to another (such as a C to an A)
- A change from a letter grade to a non-letter grade (such as a D to a Withdraw)
- A change from a non-letter grade to a letter grade (such as an Incomplete to a B)

Please provide the following information about the changed grade:

Term (e.g., Fall 2013)	
Course # (e.g., ENGL2010)	
Course Name (e.g., Anatomy)	
Original Grade	
New Grade	
School where you took the class (e.g., MTSU or Motlow)	

Please initial, to indicate understanding of each of the following statements:

- ____ A grade change may result in a change of eligibility for the Tennessee Education Lottery Scholarship. My GPA may increase or decrease, which may cause me to gain or lose eligibility for the award.
- ____ If my new GPA is less than the required TELS GPA of 2.75 or 3.0 (depending on the number of hours I have attempted) and I met the requirement with the old GPA, I may be required to repay some or all of the lottery scholarship I have received in the current academic year.
- ____ If my new GPA meets the required TELS GPA of 2.75 or 3.0 (depending on the number of hours I have attempted) and I did not meet the requirement with the old GPA, I may be eligible to receive the lottery scholarship for previous semesters.

Student Signature: _____ Date: _____

For Office Use Only Processed Not Processed: _____

Orig GPA	New GPA
Bracket	AHrs
Orig Status / /	New Status / /

Initials _____ Date _____

Updated: SZACRSE (sync, recalc) SZATELS (recalc) RPAAWRD RHACOMM E-Grands Email