



Office Use Only
SEEF

Scholarship Enrollment Exception Certification Form

Office of Financial Aid & Scholarships

P.O. Box 3011, Commerce, TX 75429-3011

Phone: (903)886-5096 Fax: (903)886-5098 Email: Scholarships@TAMUC.edu

NAME: _____ CWID: _____
(Please Print)

FALL 2017 *Deadline: September 13, 2017* SPRING 2018 *Deadline: January 31, 2018*

This form is applicable only to the scholarships listed below.

<input type="checkbox"/> Blue & Gold	<input type="checkbox"/> Mane Achievement: All Levels	<input type="checkbox"/> Transfer: All Levels
<input type="checkbox"/> Academic Excellence	<input type="checkbox"/> PRIDE: Undergraduate	<input type="checkbox"/> Phi Theta Kappa: All Levels
<input type="checkbox"/> Presidential	<input type="checkbox"/> PRIDE: Graduate	

THIS SECTION TO BE COMPLETED BY YOUR ACADEMIC ADVISOR:

After reviewing the educational plan for this student and class schedule for the semester indicated above, I find that this student is not able to register for the minimum 15 credit hours (9 for graduate students) in the semester indicated above for the following reason(s):

- Student is pursuing the academic program _____ which limits enrollment to no more than 12 credit hours (6 for graduate students) in a semester.
- Student is graduating in the semester indicated above and has only _____ credit hours remaining to complete.
- Student is registered with Disability Services and is limited to 12 hours per semester as a condition of the disability (Disability Services* will need to sign below, as well as the Academic Advisor).
- Student is not able to register in 15 credit hours as courses which are part of the degree plan are not being offered in the semester.

Academic Advisor Name (Please Print)

College

Academic Advisor Telephone

Academic Advisor Email Address

Academic Advisor Signature

Date

* (If required) Signature of Director of Disability Services: _____

Exception Form must be completed each semester for which you do not meet the credit hour requirement. Processing will begin after the 12th class day, and will be reviewed in the order in which they were received.

Student Signature

Date