Scholarship Late Grade Change Review Request

Name:_________________________________   UCF ID:________________________
E-mail Address:___________________________   Date: _________________________

This form is for the Pegasus/National Merit Scholarship students who did not meet renewal requirements at the end of spring, and have had a grade change or late grade submission that warrants re-evaluation. A grade change that affects your Bright Futures Scholarship requires that you complete the Bright Futures Renewal Re-Evaluation Form.

Instructions for Late Grade Reviews

1. Read all instructions, fill out the form completely and sign and date the review request.
2. Please ensure your updated grade is reflected on myUCF and that you now meet renewal deadlines.
3. If this is in regards to your Bright Futures Scholarship, you must complete the Bright Futures Renewal Re-Evaluation Form.

PLEASE NOTE:
If you do not meet renewal requirements once the grade change/update has been reviewed, you will have to submit the Scholarship Appeal Form.

Please indicate which situation listed below pertains to this request for re-evaluation.

1) ____ Late Grade Submission
2) ____ Study Abroad course(s)
3) ____ Grade Change
4) ____ Hours taken as a transient student; Other Institution*________________________________

*Students enrolled in transient courses should note an official transcript must be on file with the UCF Registrar’s Office prior to submitting this form.

Semester course taken: Please provide year (ex. Fall 2016)    Fall _____      Spring _____       Summer _____
Is this a UCF Study Abroad program?    Yes _____      No _____
Is this a non UCF Study Abroad program?  Yes _____       No _____
Comment:____________________________________________________________________________
____________________________________________________________________________________

Student Signature        Date

□ Request Approved      □ Request Denied

____Submit BF Renewal Re-evaluation (Notified student)
____Did not meet hourly requirement (Notified student to submit the Scholarship Appeal Form)
____Did not meet GPA requirement (Notified student to submit the Scholarship Appeal Form)

OFFICE USE ONLY

Initials
Date