

Tennessee Education Lottery Scholarship Course Repeat/Exclusion Request Form

Name _____ Banner # A _____

APSU email: _____ Phone: (____) _____

TSAC's TELS Rules (1640-1-19-22-(2)) states that "credit hours that were repeated shall be included in the postsecondary cumulative grade point average calculation, and are counted towards the limitation on credit hours." The policy allows for a student to have a "one time option to repeat one course and utilize only the higher of the two grades in the calculation of their postsecondary grade point average for purposes of determining continued eligibility for a TELS award."

Before the original grade can be excluded from your GPA, you must complete this form and return it to the Student Financial Aid Office or you may mail it to the address at the bottom of this form. Please note that repeat/exclusion forms are processed at the end of the term and can only be utilized once you meet a TELS benchmark.

Please provide the following information about the repeated course:

	Term (ex. Fall 2008)	Course Name (ex. ENGL 1010)	Grade Earned	School (ex. APSU)
1st Attempt:	_____	_____	_____	_____
2nd Attempt:	_____	_____	_____	_____

Please initial to indicate your understanding of the following:

_____ I understand that this serves as my official request to use my "one-time repeat" option. Once submitted, I will no longer be able to make changes to or withdraw my request.

_____ I understand that exercising this option will only affect my TELS GPA and in no way affect my Austin Peay State University GPA.

_____ I understand that I may repeat as more than one course, however, this is the ONE and ONLY time the lower grade will be excluded from my HOPE Lottery Scholarship GPA.

_____ I understand that using my "one-time repeat" option does NOT guarantee that my HOPE Lottery Scholarship GPA will meet the minimum renewal requirements (based TELS benchmark requirements) once the lower grade is excluded.

Student Signature: _____ Date: _____

For Office Use Only	<input type="checkbox"/> Processed	<input type="checkbox"/> Student Notified
Old TELS GPA: _____	New TELS GPA: _____	Initials: _____
Bracket: _____	New Elig. Status: _____	Date: _____
Updated: <input type="checkbox"/> SZATELS <input type="checkbox"/> RHACOMM <input type="checkbox"/> E*Grands <input type="checkbox"/> RPAAWRD		

Office of Student Financial Aid and Veterans Affairs
ATTN: Lottery Scholarships
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