

## **Northern Michigan University Athletics Financial Aid Appeal Policy**

Athletic scholarship recipients will be granted an opportunity to appeal any reductions, or subsequent year non-renewals, to athletic scholarships if the student-athlete believes there has been a violation of institutional policies, conference rules or NCAA rules.

**In-year reduction:** A scholarship that has been offered and accepted by the student-athlete which was subsequently reduced during the period of the award specified on the tender.

**Subsequent year reduction or non-renewals:** Prior to July 1<sup>st</sup> annually, team coaches and the Athletic Department will finalize renewal athletic scholarship tenders to eligible student-athletes. Because the athletic tenders are determined annually, there are times when student-athletes may not receive a renewal of the scholarship or the equivalency percentage may be reduced from the prior year.

If the scholarship is not renewed, or is reduced, and the student-athlete maintains eligibility, a notice will be sent to the student-athlete from the Financial Aid Office. Each notice will state the timing of the financial aid termination, as well as the opportunity to appeal the decision. Students who maintain enrollment at NMU will receive an email through their NMU email address, while students no longer enrolled will receive a direct mailing communication.

**This appeal process is only to ensure that reductions or non-renewals of athletic tenders do not violate NMU institutional policies, conference rules or NCAA rules. Appeals of student-athlete violations of the conditions listed on the “Northern Michigan University – Tender of Financial Assistance” form will not be heard by this committee.**

### **Appeal**

Students must appeal to the Financial Aid Office within 14 days of the appeal notice. Extensions may only be granted if the student contacts the Financial Aid Office within this time frame with valid reasons for a delay. Appeals submitted outside of this timeframe will not be considered.

Any appeals must be written and submitted to the Financial Aid Office, along with the appeal form and any applicable documentation. Specific institutional policies, conference rules or NCAA rules violated should be identified to the Financial Aid Appeals Committee (FAAC). Upon receipt of the appeal, the FAAC will request a written statement and applicable documentation from the head coach and/or Athletic Department. The coach and Athletic Department will not receive a copy of the appeal, but will be provided general information regarding the nature of the appeal in order to understand which aspects of the reduction/cancellation the student is appealing. The FAAC will review the information provided within 30 calendar days after the appeal request is received, allowing time for a response from the Athletic Department and/or coach. The student-athlete, head coach, and Athletic Department will be notified of the results of the FAAC meeting upon conclusion of the final determination.

## **Actions of the Committee**

1. If the committee finds that the non-renewal, reduction or withdrawal of aid is not a violation of institutional policies, conference rules or NCAA rules, the appeal would be denied.
2. If the committee finds that the non-renewal, reduction or withdrawal of aid is a violation of institutional policies, conference rules or NCAA rules, the appeal would be approved. The athletic financial aid will be made available to the student as soon as possible. Reinstatement of athletic financial aid has no effect on the student-athlete's status as a member of the respective athletic team.

The decision of the committee shall be binding, and there will be no further appeal options available to the student-athlete.

Updated November 2015

Per 2015-2016 NCAA Division II Regulation 15.6.2.4

and 2015-2016 NCAA Division I Regulations 15.3.2.3 and 15.3.4.2.1

**Northern Michigan University  
Athletics Financial Aid Appeal Policy**

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Current Address: \_\_\_\_\_ NMU IN: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

Sport: \_\_\_\_\_ Academic Year: \_\_\_\_\_

Scholarship equivalency: \_\_\_\_\_ Year in School: \_\_\_\_\_

The Financial Aid Office has an appeal process and Financial Aid Appeals Committee (FAAC) to review appeals related to reductions or subsequent year non-renewals of athletic scholarships if there has been a violation of NMU institutional policies, conference rules or NCAA rules. The Financial Aid Appeals Committee is established through the Financial Aid Office in accordance with NCAA regulations governing financial aid eligibility. The FAAC is not affiliated or influenced by the Athletic Department. This form must be completed, and submitted with a written statement and appropriate documentation, in order for your appeal to be reviewed by the FAAC. Forms that are incomplete or missing documentation will not be forwarded to the FAAC, and you will be notified to submit additional documentation or clarification.

In order to appeal you must:

1. Read and understand the attached "Athletics Financial Aid Appeal" policy.
2. Complete all items on this appeal form.
3. On a separate sheet of paper, explain the reason you believe the reduction or subsequent year non-renewal violates NMU institutional policies, conference rules or NCAA rules.
4. Attach copies of relevant documents (e.g., initial award letter, financial aid tender). Claims of promises may only be considered if they are documented in writing.
5. Submit completed appeal and related documentation to the Financial Aid Office. If you choose to mail your appeal, use the following address: Financial Aid Office, 1401 Presque Isle Avenue, Marquette, MI 49855.
6. Appeals must be received within 14 days of your receipt of the official notice to reduce or cancel your athletic aid. Extensions may only be granted if you have contacted the Financial Aid Office within the 14 day time-frame with a valid reason for the delay.
7. Incomplete appeals will not be reviewed and additional information may be requested. All students will receive a written response within ten days of the FAAC's decision.

**I certify that all information and documentation I have submitted pertaining to this appeal is true and accurate. I understand the policy and appeal guidelines on this form.**

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_