

Tennessee Promise Appeals Process

Students wishing to appeal the loss of Tennessee Promise eligibility must complete the TELS (Hope Scholarship)/Tennessee Promise Scholarship Appeal Form. Along with the form, provide a detailed letter explaining the request for an appeal, and provide supporting documentation to the PSCC Financial Aid Office. Once the appeal form with all documentation is received by the Financial Aid Office (FAO) it will be immediately forwarded to the Institutional Review Panel (IRP). The FAO will also send an email informing the student when the appeal information is to the IRP. The IRP will contact the FAO with a decision. Based on the date received from the FAO, it may take the IRP up to 14 calendar days to process the appeal. A letter will be sent by the FAO with the IRP's decision. If the appeal is approved eligibility will be reinstated for current and future terms pending TELS program guidelines. If the appeal is denied, students may appeal directly to the Tennessee Student Assistance Corporation (TSAC) within forty-five (45) calendar days from the date of the decision letter from the IRP. A copy of the decision letter from the IRP is required by TSAC.

To begin the appeal review process at PSCC:

1. Log into your myPellissippi account.
2. Complete and print the HOPE/TN Promise Appeal Form (PDF) located in the **Financial Aid Forms and Important Links Box**.
3. Submit your TELS Appeal form with a written appeal letter and supporting documentation to the Financial Aid Office at the following address:

TELS Institutional Review Panel
Attn: Financial Aid Office
10915 Hardin Valley Road
Knoxville, TN 37933-0990

More information regarding this process and appealable conditions can be found in your myPellissippi account in the financial aid section under TELS Denial and Appeals Process (PDF).