



# 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

OFFICE USE ONLY

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)

\_\_\_\_\_  
Initials

\_\_\_\_\_  
Date