

**Harper College Promise Scholarship Program—Appeal for Extraordinary Circumstances**

The Harper College Promise Scholarship Program offers the opportunity to appeal eligibility determinations in the event of extraordinary circumstances. Extraordinary circumstances are defined as significant events that were unforeseen and completely out of the family’s control. Examples of extraordinary circumstances may include, but are not limited to: death in the family, serious accident, or sudden extended illness.

**Required Documentation:**

- **This completed form.**
- **Written statement explaining your appeal.**  
The written statement is your opportunity to explain your particular situation and detail why you need consideration. Include any relevant details that would help the committee understand the circumstances surrounding your appeal. Maximum 250 word response.
- **Verifiable supporting documentation.**
  - For attendance, required documentation includes a complete copy of your high school attendance records for the 2016-17 school year.
  - For rigor/quality, required documentation includes a current copy of your transcript that shows GPA calculation (unofficial transcript from Infinite Campus is acceptable).
  - For persistence, required documentation includes a copy of the plan you developed with your high school counselor describing how you will get back on track within the year.
  - For community service, required documentation includes evidence that demonstrates your inability to complete community service.

Student’s Name: \_\_\_\_\_

High School: \_\_\_\_\_ High School ID: \_\_\_\_\_

The eligibility requirement(s) you are appealing: \_\_\_\_\_  
*(attendance, rigor/quality, persistence, community service)*

Please read and initial the statements below (each item must be initialed by both parent and student):

\_\_\_\_\_ I verify that all information and documents I have provided are true and accurate.

\_\_\_\_\_ I understand this is a written appeal process; no in-person appeal will be permitted.

\_\_\_\_\_ I understand, if my appeal request is approved, my Program eligibility will be reinstated during fall 2017, if all other eligibility requirements have been met.

\_\_\_\_\_ I understand I must continue to meet Promise Scholarship Program requirements during the appeal process in order to have eligibility reinstated.

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
*Print Name*

Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
*Print Name*

Submit this form with all required documentation (see above) via email to [promiseappeals@harpercollege.edu](mailto:promiseappeals@harpercollege.edu) or via **certified mail** to Harper College Promise Scholarship Program, 1200 W. Algonquin Rd., W-344, Palatine IL 60067. Forms will only be accepted using one of these methods and must be emailed or postmarked on or before September 15, 2017. Incomplete or late forms will not be accepted.