

**Tennessee Lottery Scholarship (TLS) Recipients  
University of Tennessee – Martin**

Request for Approval to Change Enrollment Status

Check One:     **Request for continuation of TLS after withdrawal from school**  
                   **Request for continuation of TLS after dropping from full-time to part-time**

**Semester/Year of Change of Enrollment:** \_\_\_\_\_

Send form, written explanation and documentation to: Student Financial Aid and Scholarships,  
Room 205 Admin. Bldg.    ATTN: Susan Box

Name: \_\_\_\_\_ ID: \_\_\_\_\_

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

Email: \_\_\_\_\_

All requests for approval **MUST** include a written explanation and verifiable documentation.  
**FORMS WILL NOT BE ACCEPTED WITHOUT VERIFIABLE DOCUMENTATION.**

Select the basis for your request below and attach the proper documentation to this form. Acceptable circumstances include:

- Illness of student;
- Illness or death of an immediate family member;
- Extreme financial hardship of student's family member;
- Other extraordinary circumstances beyond the student's control.

I verify all of the above statements and attached documentations are true and accurate.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Request is: \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

State reason for decision: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Date student was notified of decision: \_\_\_\_\_