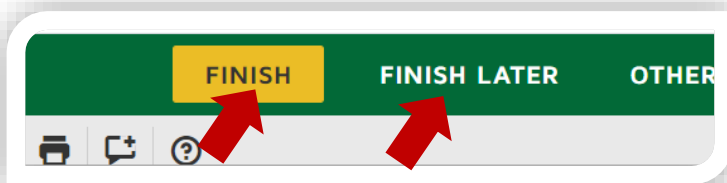
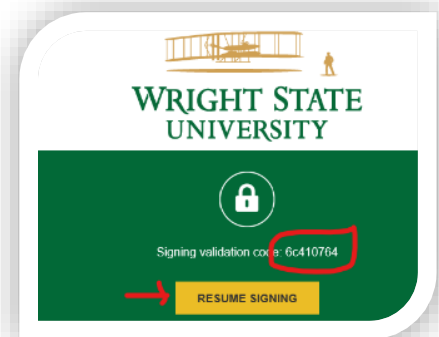


# Wright Guaranteed Tuition Program Cohort Extension Appeal Instructions

First-time, undergraduate, bachelor-degree seeking students have twelve (12) consecutive semesters (4 years) to take advantage of the Wright Guarantee Tuition Program. This means that students must complete their bachelor degree requirements within twelve consecutive semesters to receive the guaranteed tuition rate. However, there may be times when a student is not able to complete their degree program within the 12 semesters (4 years) timeframe, and may need to appeal to receive an extension of the guaranteed tuition rate. Students enrolled for a second bachelor's degree are not eligible for the Wright Tuition Guarantee Program. Each appeal is reviewed based upon its own merit to determine whether an extension should be granted, and if so, the nature and duration of the extension.

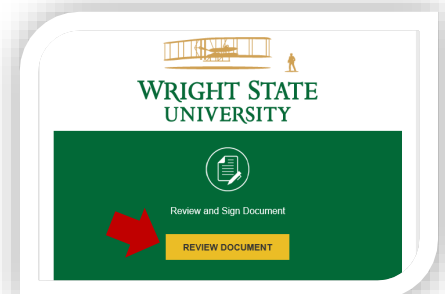
## START a petition form:

- Click the following link
  - [Wright Guaranteed Tuition Program Cohort Extension Appeal \(DocuSign\)](#)
- Validate your email address
  - Enter the signing validation code you will receive via email
- To complete the document - select **FINISH**
- To save and return later- select **FINISH LATER**



## RETURN TO a petition form you already started

- Click the **REVIEW DOCUMENT** link in the email you received when you selected **FINISH LATER**
- You may also log in to [DocuSign https://app.docusign.com/home](https://app.docusign.com/home)
  - Navigate to the **Manage** option
  - In the **Inbox** you will find your document – click **SIGN** to continue or complete





## Wright Guarantee Tuition Plan Appeal to Extend Cohort Rate

**RaiderConnect**  
3640 Colonel Glenn Hwy  
130 Student Union  
Dayton, OH 45435  
tel: 937-775-4000  
fax: 937-775-4410  
raiderconnect@wright.edu

Student Name:

UID:

Academic Advisor Name:

Reason for Appeal (*please check one*):

Appealable Exception	Description	Documentation Required
Bachelor's Degree is greater than 120 credit hours	Two bachelor degree programs at Wright State are longer than 120 credit hours. Those programs are: <ul style="list-style-type: none"> <li>• K-12 Physical Education - Bachelor of Science in Education</li> <li>• Athletic Training – Bachelor of Science</li> </ul>	Include information from your academic advisor regarding the program length, and assessment of your anticipated graduation
Accommodations for Students with Disabilities	Students who have been advised (in writing) by the Office of Disabilities to take a reduced course load as an accommodation for his/her disability	Provide documentation from Disability Services of degree plan and total terms needed to complete a bachelor's degree
Unexpected, New Medical Condition or Personal Injury	Students with unexpected, new medical conditions or personal injuries may require additional time to complete a bachelor's degree.	Include documentation from a medical provider that explains the medical condition or injury, and any scheduling accommodations that must be made due to the medical condition or injury.
Active Duty Military Service	A student called to active duty is given an automatic extension of the Wright Guarantee Tuition Program based upon the number of semesters impacted by his/her time served.	Include documentation to verify active duty military service. This information will enable the appeals committee to determine the appropriate number of terms to provide to the student.
Internship/Co-op	A student in an approved internship and/or co-op through his/her college may be granted additional semester(s) at his/her established cohort rate equal to the semesters s/he was enrolled in the internship/co-op credit.	Include documentation to verify internship or co-op.
Documented University Error	If it is determined that a university error caused a student to have to extend beyond the 12 semesters in the Wright Guarantee Tuition Program, then the student will be afforded additional semester(s) to complete his/her degree appropriately. Errors include but are not limited to advising errors and graduation delays resulting from course availability, course conflict, or course cancellation.	Provide documentation that proves university error and information from an academic advisor that includes a plan to complete a degree within one or two terms.  If the documentation proves that the University has made an error, per Ohio Revised Code 3345.48 (6) (a), the University shall provide the necessary course or courses for completion to the student free of charge.

Provide a brief description of the documentation submitted with this appeal:

How does this documentation support your appeal?

### **SUPPORTING DOCUMENTATION**

Use link icon at right to upload supporting document(s)

### **STUDENT CONFIRMATIONS**

I understand that submission of a petition and documentation does not guarantee approval.

I understand that I may be required to submit additional documentation if my current documentation does not substantiate my request.

I understand that an incomplete petition will be automatically denied and will not be reviewed by the Tuition Guarantee Appeals Committee.

I understand that the Tuition Guarantee Appeals Committee meets one time each during the Fall and Spring semester to review petitions and that I will receive notification via the email account used to initiate this petition of the committee decision prior to the semester during which my original tuition cohort would have expired.

By signing below, I acknowledge that I am authorizing the release of information pertaining to this petition to the Tuition Guarantee Appeals Committee and others with a legitimate educational interest in the determination of the outcome of this petition.

Student Signature

Date