



## C-Average Waiver Form New York State Student Financial Assistance

According to our records, you have failed to meet the Grade Point Average (GPA) requirements set out by the State Education Department to qualify for state funding such as TAP, SUNY Tuition Credit, APTS, or SUSTA. Once a student has received four semesters of an award from the state, the student must achieve a **cumulative** GPA of 2.0 or higher to receive future awards. If the cumulative GPA is **below** 2.0, the student **will not** be eligible for further awards from the State until the GPA is once again at least 2.0.

If you had unusual circumstances that prevented you from obtaining at least a cumulative 2.0 GPA, you can complete the following steps below to request a waiver.

### Step 1: Review & Sign this TAP C-Average Waiver Form

Review this form, follow the remaining steps, sign, and submit with required supporting documentation.

### Step 2: Submit Signed Statement

Students must explain why they failed to make satisfactory academic progress and what has changed in their situation that will allow the student to meet the standards at the next evaluation. The reason for failing to make satisfactory progress must be something outside the student's control. A signed statement by the student is required.

### Step 3: Supporting Documentation

Student must submit third party documentation supporting their appeal. Some example circumstances that may be considered and examples of possible documentation:

- Serious illness- provide a doctor's statement on letterhead
- Death of an immediate family member- provide death certificate or obituary
- Extreme personal, emotional, or psychological stress- provide statement from a counselor
- Serious and/or unusual personal circumstances outside the student's control- provide a statement from an unbiased third-party professional such as counselor, clergy, court records, that verify your claim)

*By signing below, I understand that I am applying for a waiver for financial aid academic progress. I understand that the above documentation is required for a waiver request to be reviewed and that Financial Aid has the right to request additional documentation. I confirm that the information given is true and accurate. I also understand that giving misinformation will lead to my waiver being denied.*

I am requesting a C-Average Waiver for the \_\_\_\_\_ semester.

Student's Name \_\_\_\_\_

Morrisville ID# \_\_\_\_\_

Student Signature \_\_\_\_\_

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

---

**Submit Documents To:**  
**SUNY Morrisville Financial Aid**  
E: [finaid@morrisville.edu](mailto:finaid@morrisville.edu) P: 315.684.6289 ▪ F: 315.684.6628 ▪  
P.O. Box 901 Morrisville, NY 13408-0901