

**NORTHWESTERN STATE UNIVERSITY
REGISTRATION ACCESS APPEALS COMMITTEE
APPLICATION TO APPEAL:**

Installment Plan Charges - Late Registration Charges - Late Payment Charges

Please read all instructions! Documentation to support your reason for appeal is required.

Name

E-mail address

Current Local Address: Box Number/Street Name & Number

Local Telephone Number

City, State, Zip Code

Classification

Charge(s) Appealing:

Installment Plan Charge for _____
(Specify Semester, Year)

Late Registration Charge for _____
(Specify Semester, Year)

Late Payment Charge for _____
(Specify Dates)

Reason for Appeal:

Signature of Appellant

Date

Student ID or Social Security Number

**COMMITTEE ACTION
(To be completed by Committee Coordinator)**

Reason(s) for Denial

Lack of documentation
 Insufficient justification

Student's responsibility
 Other: _____

Committee Action: Appeal Approved

Appeal Denied

Signature, Committee Coordinator

Date

**Fully complete and return application to the Auxiliary Services Office
by faxing to 318-357-6586 or emailing to auxiliaryservices@nsula.edu.**