Missed Milestone Appeal Form

Submit completed forms to your Seattle Promise Student Success Specialist by 12pm on the third day of the quarter.

The Seattle Promise program requires all students to meet certain program milestones (requirements) to continue their eligibility as a Seattle Promise scholar. These milestones include but are not limited to attending Readiness Academy, Summer Bridge, and attending mid-quarter check-ins. In general, students who miss a required milestone will lose their scholarship eligibility. However, based on unusual circumstances, a student may appeal a missed milestone and request to continue as a Seattle Promise scholar under the following conditions:

- The student demonstrates a substantial hardship will impact or impacted their ability to meet the milestone requirement (ex: medical hardship or other major life event). It is not guaranteed that this appeal will be approved.

Students who missed a milestone and their missed milestone appeal is approved are still required to attend all remaining mandatory milestone events, including but not limited to Readiness Academy, Summer Bridge, and mid-quarter check-ins.

Student Name: ____________________________  Student ID: __________________________
Student Email: ____________________________  Student Phone: __________________

Missed Milestone (or milestone requirement you know you will miss):

- [ ] Seattle Promise Application (missed deadline)
- [ ] Financial Aid Application & Supporting Documentation (missed deadline)
- [ ] Readiness Academy (cannot/did not attend)
- [ ] Summer Bridge Event (cannot/did not attend)
- [ ] Mid Quarter Check-in (cannot/did not attend, which quarter: Summer, Fall, Winter, Spring)
- [ ] Other: ____________________________________________________________________

Please attach the following items to this form:

1. A written statement explaining why you missed or will miss the required milestone. Be specific in your response.
2. Documentation supporting your written statement (medical documentation, etc).

If your appeal is approved, you will receive a Deferment Approval Letter via email within 10 days of appeal submission detailing your deferment approval and outlining the steps for re-enrolling as a Seattle Promise scholar.

I certify that the information contained in my missed milestone appeal is accurate to the best of my knowledge. I acknowledge that I may be asked to make up the missed milestone requirement by attending another event.

________________________________________________________________________

Student Signature  Date