



Request for Scholarship Pro-ration

Financial Aid • 7502 Fondren Road • Houston, Texas 77074-3298 • Tel 281-649-3749 • Fax 281-649-3298

Date: _____ Academic Year: _____

Name: _____ ID: _____

Merit scholarships are usually awarded only to full-time students. Under circumstances in which student cannot enroll in at least 12 credit hours, a student may request a pro-ration due to a change in enrollment status. Scholarships that may be pro-rated are as follows:

- Founders
- President's
- Legacy
- University
- Achievement
- Provost
- Deans
- Transfer

Section A: Student

I request that my merit scholarship for the _____ semester be pro-rated due to a circumstance that requires me to take less than a 12-credit-hour load. I am aware the balance of the scholarship after the reduction is forfeited and may not be used in subsequent semesters.

Student's Signature: _____ Date: _____

Section B: Advisor (Please have your academic advisor complete this section.)

I acknowledge that the above student's schedule for the _____ semester dictates that he/she cannot enroll in 12 or more credit hours for the following reason:

Advisor's Name: _____

Advisor's Signature: _____ Date: _____

Section C: Approval (Submit to Financial Aid Office after Section A and B have been completed.)

Approved: Yes No If no, indicate reason: _____

Financial Aid approval: _____ Date: _____