

Tuition and Fee Appeal Procedure

If you need to appeal tuition and fees for any given semester:

Write a letter to the attention of the Tuition and Appeals Committee. This letter should include the reason for consideration (illness, medical emergency, etc.) and include any and all documentation that will help us better understand your situation (medical documentation, etc.). Each appeal also **MUST** include a valid email address and contact phone number.

Bring the letter and any supporting documents to Student Account Services, Coenen Hall 102.

The letter can also be mailed to:

The University of Louisiana at Monroe
ATTN: Controller's Office
700 University Avenue
Monroe, LA 71209

Or, the letter can be faxed to 318-342-3438

Committee Members:

TBA – Chair
Controller's Office, Coenen Hall 102
Email: sas@ulm.edu
Phone: 318-342-5116
Fax: 318-342-3438

One representative from each of the following areas: Faculty, Financial Aid, Registrar, Student Account Services, and Student Affairs

***** You will be informed of the decision on your appeal by an email to the address indicated on your appeal.**

Chrissie Autin – Clerk
Student Account Services, Coenen Hall 102
Email: autin@ulm.edu
Phone: 318-342-5117