



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

**PROCEDURE: Financial Appeals Review Committee
Number: 1.2.5.8**

Responsibility: Executive Administration
Last Updated: October 10, 2023
Related Policy: 1.2.5 Institutional Committees

President

Purpose:

The purpose of this procedure is to outline the responsibilities and membership of the Financial Appeals Review Committee.

Procedure:

1. The purpose of the Financial Appeals Review Committee is to
 - a. Review and rule on student financial appeals.
 - b. Serve as required review body for pre-collection appeal hearings.
2. The membership of the Committee shall consist of:
 - a. Vice President for Administrative Services
 - b. Accounting Manager
 - c. Financial Aid representative appointed by the Vice President for Student Affairs
 - d. Registrar
 - e. Student Affairs representative appointed by the Vice President for Student Affairs
 - f. Faculty members appointed by the Vice President for Academic Affairs.
3. The Chairperson shall be appointed by the President.
4. The term of membership shall be for one year.
5. The committee will meet monthly, if new appeals have been received, and upon request of the Chair as the need arises.