

The University of Tennessee at Chattanooga

LATE FEE APPEAL REQUEST FORM

Late fees are assessed on the first official day of classes and afterwards. If you have a late fee appeal, you must provide a written explanation of your reasons for the late fee appeal and attach additional documentation as needed.

Please explain your reasons for the late fee appeal and attach additional documentation as needed.

Once completed, return this form to the Bursar's Office the following ways:

- Deliver or Mail,
 - 274 University Center, Dept 6005
615 McCallie Avenue
Chattanooga, TN 37403-2598
- By email, bursarforms@utc.edu

Name

UTC ID

Address

Signature

Phone Number

City

State

Zip

Date