Federal regulations (CFR 668.32(f) and 668.34) require a student to move toward the completion of a degree or certificate within an eligible program when receiving financial aid. The academic standards must include a review of all periods of enrollment regardless of whether or not aid was received. When the required academic standards are not met, future financial aid is jeopardized.

Students who have attempted more than 96 credits are not considered to be making Satisfactory Academic Progress and, therefore, are ineligible for financial aid funds.

Students whose Federal financial aid eligibility has been suspended due to lack of Satisfactory Academic Progress have the right to appeal. It is the student’s responsibility to submit an appeal in writing and to provide the supporting documentation. During this process you are responsible for your tuition and fees. Depending on the time of year, this appeal process can take up to four weeks for completion.

On a separate sheet of paper please describe in detail why you have not completed your educational program within the 96 credit time frame. Please provide signed documentation regarding your situation.

Make sure your appeal is complete by:

- Including your name and student ID number on all documents.
- Including a statement explaining your extenuating circumstance(s).
  - Examples of extenuating circumstances; illnesses, family emergencies, lost employment, other problems – if so, which terms
- If you have changed your major, please include in your statement the reasons why and provide any documentation that you feel will support these reasons.
- Address why you believe EAC should approve aid for you beyond the 96 credit limit of our Standards of Academic Progress.
- Your educational plans at EAC including expected graduation date.
- Meet with an academic advisor to develop an educational plan.

Please read and sign:

Once your appeal is reviewed and decided you will receive notification in writing. If a decision is not made by the time tuition is due, you must make payment arrangements with the Cashier’s office or you may be dropped from your classes. Submission of false information may result in a delay or denial of financial aid and may subject you to criminal charges.

-----------------------------------------
Student Signature                          Date
OFFICE USE ONLY

Approved _____  Denied _____  Date Notification Sent to Student _____

Comments
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________

FAO Signature __________________________________________  Date __________