



Financial Aid Office
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FINANCIAL AID SUSPENSION APPEAL

Name _____ Student ID _____
Address _____ Phone # _____
_____ Email _____

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. The completion of this form, along with any other requested financial aid documents is required if you desire financial aid consideration and is not a guarantee of approval. **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.**

Select the reason for appealing below and follow the instructions listed:

_____ **Significant Illness or Injury:** I have attached a letter explaining the illness or injury, specific dates when it occurred, and how long it lasted. I have attached a doctor's statement or hospital records verifying the illness/injury and my ability to successfully complete future coursework.

_____ **Death of a Family Member:** I have attached a letter stating my family member's date of death and my relationship to them.

_____ **Other Extenuating Circumstances:** I have attached a letter explaining an extenuating situation not listed above. There may be circumstances that significantly impact a student's ability to maintain satisfactory academic progress such as when a student is the victim of a crime, the victim of physical or emotional abuse, or there is a significant breakdown of a relationship in a student's family. Corrective action must show that the situation will not recur if eligibility is restored.

PLEASE NOTE:

Submission of an appeal is not a guarantee of reinstatement of financial aid eligibility. A Financial Aid Administrator will review appeals on a case-by-case basis. Reinstatement of financial aid eligibility is only granted for extenuating circumstances beyond the control of the student. The outcome of any appeal will depend on the following: (1) the nature of a student's circumstances causing his or her failure to make satisfactory academic progress, including the student's academic record prior to such circumstances; (2) the quality of the documentation provided by the

student in support of his or her appeal; and, (3) how well the student demonstrates his or her current ability to make satisfactory academic progress in the future.

Please read and sign:

Once your appeal is reviewed and decided, you will receive notification in writing. 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 _____

- _____ Justification does not merit approval.
- _____ GPA consistently below academic standards.
- _____ History of excessive withdrawals.

Comments

FAO Signature _____ **Date** _____