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| For Office Use Only: |
| Date Received: _____ |
| Received By: _____ |
| Committee Decision: Approved ___ Denied ___ |
| Date of Decision: _____ |
| Denial Reason: _____ |

Financial Aid

Financial Aid Satisfactory Academic Progress Appeal Form

Student Information and Reason for Appeal

Students who are not meeting the satisfactory academic progress (SAP) policy may appeal for reinstatement of financial aid eligibility. A semester is considered "unsuccessful" when the semester GPA is below a 2.0 and/or you were not able to complete more than half of your classes. In addition, if you exceed 150% of the maximum credits for your program, you are also considered to be making unsatisfactory academic progress. An appeal can be submitted if a student's failure to make satisfactory academic progress is based upon events beyond their control, or a student who was unsatisfactory and has successfully completed a minimum of six credits, with a C or better, and paid for those courses out of their own financial resources.

Name: _____ Student ID#: _____

Phone: _____ Email: _____

Is this your first appeal? Yes No Which term are you planning to enroll for: fall winter spring summer

Please indicate the reason(s) why you are submitting an appeal:

My cumulative GPA is below 2.0 My passing rate is below 67% I have exceeded 150% maximum time-frame

Please specify which circumstance(s) below best applies to your situation. You must check at least one and attach supporting documentation for each circumstance you select:

- Illness or Injury which prevented my attendance in class
- Death of Family Member
- Illness of Family Member which prevented my attendance in class
- Childcare
- Required Court Dates
- Transportation Issues
- Unavoidable Work Conflict
- More than thirty (30) Transferred Credits or Additional Degree (please attach proof that you completed a program elsewhere; also, please explain what life circumstances have prompted you to pursue this new program)
- Other Unavoidable Events and Third party documentation of event on organization letterhead (i.e. licensed counselor, social worker, pastor, teacher—no family members): _____
- Successfully completed a minimum of six credits with C or better using my own financial resources.

Examples of reasons which are not considered suitable justification for appeals:

- I did not take school seriously; I made mistakes and was not prepared
- I attended college many years ago and have come back recently.
- I changed majors a lot and did not know what I wanted to do.
- I did not realize how much all my withdrawals would hurt my financial aid.

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Please provide concise reasons for each semester that was considered unsuccessful only in the spaces provided. There must be an explanation for sections A and B in order for the appeal to be reviewed.

- A. Indicate the specific date(s) or year(s) of each circumstance that was beyond your control and explain each circumstance(s) that affected your ability to meet the requirements of the SAP policy.

- B. Explain how the situation(s) has changed for you to be academically successful moving forward

By signing below, you are confirming that you are submitting all of the following required documents. **Please note that the Committee will not be able to review your appeal unless all three items are included in your appeal packet. If they are unable to review your appeal, your appeal will be denied:**

- Completed SAP Appeal form (all blanks must be completed in order to be considered complete)
- Outside documentation of circumstances for each unsuccessful semester and an explanation as to how the issue was resolved
- Unofficial MCC transcript or program evaluation. Program evaluations will only be accepted if you are unable to obtain a transcript (Note: if you are appealing Maximum Time Frame, a program evaluation **must** be included.)

I have read the Financial Aid Satisfactory Academic Progress policy on the Middlesex County College website. I understand that the Financial Aid Ad Hoc Appeals Committee cannot review my appeal if it is incomplete or lacks appropriate documentation (see checklist above). I understand that I must provide documentation for each term that I was not successful. I also understand that, if I have submitted my appeal by the deadline, I will be notified of the decision through my MCC email account within thirty (30) days.

Signature

Date