



Financial Aid  
 141 College Drive, Albemarle, NC 28001  
 Tel: (704) 991-0302 Fax: (704) 991-0160  
 financialaid@stanly.edu

# Appeal Request Form

Name: \_\_\_\_\_

Student ID #: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Federal regulations require that students must maintain academic (cumulative GPA of 2.00 or higher) and progress (67% completion rate) standards in order to remain eligible for Financial Aid. An Unsatisfactory status is a result of not meeting the academic and progression standards by the end of the Warning semester. Students are able to appeal the Unsatisfactory status by submitting this form and the required supporting documentation to the SCC Financial Aid Office. (The applicable policy is available for review at stanly.edu ->Financial Aid -> Satisfactory Academic Progress Standard)

**1.) Check appropriate reasons that affected your academic progress. Based on your reasons, listed below are a few examples of acceptable documentation**

<input type="checkbox"/> <b>Personal Related Issues</b> <ul style="list-style-type: none"> <li>○ Death Certificates, obituaries of family members</li> <li>○ Letter from family member verifying circumstances</li> <li>○ Copy of police reports of incident</li> </ul>	<input type="checkbox"/> <b>Health Related Issues</b> <ul style="list-style-type: none"> <li>○ Signed letter from doctor</li> <li>○ Medical Record indicating dates of medical office or hospital visits</li> </ul>	<input type="checkbox"/> <b>Other Circumstances Not Listed Above</b> <ul style="list-style-type: none"> <li>○ Appropriate documentation supporting your statement</li> </ul>
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**2.) Describe in detail what happened that prevented you from successfully completing classes at Stanly Community College. Be specific. Attach a separate sheet of paper, if necessary.**


**3.) Identify specific actions you have taken to ensure academic success in the future (e.g. steps to improving the situation, etc.) Attach a separate sheet of paper, if necessary.**


<b>4.) Supporting documentation is required. Check appropriate box.</b>	<input type="checkbox"/> YES, additional documents are attached <input type="checkbox"/> Pending documents from others are being mailed directly to Financial Aid. I understand the appeal will not be processed until documents are received.
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**Important**

- ❖ Incomplete appeals will be denied.
- ❖ All appeal requests must be received within 10 business days following receipt of the letter indicating the loss of financial aid eligibility OR before the start of the next semester enrolled. The Dean of Financial Aid Management will consider the appeal and the decision will be final.
- ❖ Failure to meet the appeal request deadline requires the student to self-pay to ensure that current registration is not deleted.
- ❖ Appeal approvals are granted for future semesters only.
- ❖ Students receiving appeal approval will be eligible for financial aid assistance provided that they meet all requirements of the established individual Educational Academic Plan including, but not limited to, completing all classes for which they enroll with a grade of "C" or better.

By signing this form I certify that I understand the SCC Satisfactory Academic Progress Standard. I understand that I am not guaranteed appeal approval and am responsible to pay all outstanding charges.

Signature \_\_\_\_\_

Date \_\_\_\_\_