Name: ___________________  Student ID #: ___________________
Daytime Phone: _______________  E-mail: ____________________________

Please read and follow all instructions carefully.

Federal regulations require that students receiving financial aid must maintain academic and progress standards in order to complete their educational program within a specified timeframe. The Unsatisfactory status is a result of not meeting the 67% completion and/or cumulative 2.00 GPA requirement by the end of the Warning semester and are no longer eligible for financial aid at Stanly Community College. Students are able to submit an appeal request if they have special circumstances that prevented them from completing classes.

Address each item. Attach a separate sheet of paper, if necessary.

1) Describe in detail what happened that prevented you from successfully completing classes at Stanly Community College. Be specific.
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2) Identify specific actions you have taken to ensure academic success in the future (e.g. steps to improving the situation, etc.)
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(Additional required information on back of form)
3) Supporting documentation is required. This may include such things as a note from a doctor, medical records, court documents, obituaries, etc. If you have an advocate, professional counselor or physician who can confirm your condition or situation, please have them send the letter directly to the Financial Aid Office. In the letter, they should also address the likelihood of reoccurrence.

☐ YES, additional documents are attached

☐ Pending documents from others are being mailed directly to Financial Aid.

I understand the appeal will not be approved until documents are received.

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**Important – please read:**

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 statement and the decision will be final.

Failure to meet the appeal request deadline requires the student to self-pay to insure 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.

__________________________________________________________  ______________________
Signature                                            Date