

Financial Aid Appeals Process and Policy

Satisfactory Academic Progress Appeal

In the case of extenuating circumstances (such as injury, illness, or death of an immediate family member); students may appeal their financial aid denial in writing by completing the Satisfactory Academic Progress Appeal form or the Maximum Credit Appeal form and return it to the Financial Aid Office. The appeal should address and document extenuating circumstances and describe how circumstances have changed so the student is able to be academically successful. Students must be registered for courses at the time the appeal is submitted. Incomplete appeals or those missing adequate documentation will be denied for missing information.

A Financial Aid Professional Staff Committee will review submitted appeals. In all cases, the outcome of any appeal depends on the nature of the circumstances, the quality of documentation provided, how the circumstances are being resolved or managed, and how well the student has demonstrated whether good progress is being made toward earning a degree.

If your appeal is approved, your financial aid eligibility will be reinstated for the semester you are appealing. The student will be required to complete the courses as outlined on the degree plan. If the student cannot be in compliance after the approved term and they have passed the courses, they may be denied financial aid for the following term and will be required to appeal again.

If the appeal is denied, students may meet in person with the SAP Appeals Committee. This committee's decision will be the final decision.

Maximum Credit Appeal

A Maximum Credit Appeal is to be used when a student reaches the maximum time frame allowed by Satisfactory Academic Progress (SAP). The maximum number of credits allowed for a degree or certificate will be up to 150% of the credits needed to complete the degree. If the student does not successfully complete the conditions of the appeal the student may be denied further financial assistance.

Other Types of Financial Aid Appeals

Special Circumstances Appeals

A Special Circumstances Appeal form is to be used by students or parents of dependent students who have had loss of income. These situations could include loss of employment, death of a parent, divorce of a parent, divorce of a student, or medical expenses that affect income.

Dependency Appeal

Federal financial aid regulations require the family to take primary responsibility for meeting the educational costs of students. Financial aid eligibility is determined by using both the student and parent financial information for students who are considered dependent according to the federal government criteria. To be considered and receive federal financial aid, dependent students are required to provide parental information and signature(s). In certain unusual circumstances, the Financial Aid Office can consider students that cannot obtain the parental information required. To be considered, a student must complete and submit a Dependency Status Appeal Form and the appropriate documentation to the Financial Aid office.

Marital Status Appeal

The Department of Education determines a student's status as dependent or independent based on the information received from the Free Application for Federal Student Aid (FAFSA). However, there are situations such as a student marrying before or during a given FAFSA year that can change the student's dependency status. The Marital Status Appeal can be used to determine the student's eligibility for an award year. The Financial Aid Office will review the student's appeal by examining the supporting documentation provided by the student and will approve or deny the student's request. The Financial Aid Advisor's decision is final and cannot be appealed to the U.S. Department of Education.