

APPEAL FOR ADDITIONAL QUARTERS OF FINANCIAL AID

Please complete the following information if you have reached the maximum number of credits the Financial Aid Office allowed for you to complete your program, but need additional quarters to earn your degree or certificate or if you wish to pursue a second program of study. The Financial Aid Office will send you a letter indicating whether or not your request for additional quarters of aid has been approved

1. Indicate the quarter(s) for which you are requesting additional aid:
 FALL____ WINTER____ SPRING____ SUMMER_____

2. Indicate the degree or certificate are you requesting aid for:

3. **Please attach the information requested below and submit it to the Financial Aid Office with this appeal:**

Written response on a separate sheet of paper that answers each of the following questions:

- a. Why was the initial time period allowed to complete your degree insufficient? (Submit documentation if necessary.)
- b. What are the benefits of completing the additional credits?
- c. If you are requesting to pursue a second program, what is the benefit of this?

Completed Degree Audit - Make an appointment to see an Advisor in Student Success Services and request a "Degree Audit". Submit a signed copy of degree audit with this form.

List the remaining classes you will need to complete your degree or certificate below:

CERTIFICATION: Each person signing this worksheet or submitting supporting documentation certifies that all information reported on it is complete and correct. **WARNING:** If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.

 Printed Name

 Signature

 Date

 Student ID or SSN