

2018-2019 Financial Aid Satisfactory Academic Progress Appeal Form

Term	Deadline
Fall	August 15, 2018
Spring	January 9, 2019
Summer	May 16, 2019

A. Student Information

LAST NAME	FIRST NAME	M.I.	STUDENT ID#
MYCCTC EMAIL ADDRESS	PHONE NUMBER	PROGRAM OF STUDY	

B. Reason for Appeal

<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #e0e0e0; padding: 2px;">ACCEPTABLE reasons for appeal</th> </tr> </thead> <tbody> <tr><td style="padding: 2px;">✓ Personal Illness</td></tr> <tr><td style="padding: 2px;">✓ Death or serious illness of a family member</td></tr> <tr><td style="padding: 2px;">✓ Tragic accident</td></tr> <tr><td style="padding: 2px;">✓ Natural disaster</td></tr> <tr><td style="padding: 2px;">✓ Disability</td></tr> <tr><td style="padding: 2px;">✓ Any other unusual occurrence that was 100% beyond your control</td></tr> </tbody> </table>	ACCEPTABLE reasons for appeal	✓ Personal Illness	✓ Death or serious illness of a family member	✓ Tragic accident	✓ Natural disaster	✓ Disability	✓ Any other unusual occurrence that was 100% beyond your control	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #e0e0e0; padding: 2px;">UNACCEPTABLE reasons for appeal</th> </tr> </thead> <tbody> <tr><td style="padding: 2px;">✗ Work related issues</td></tr> <tr><td style="padding: 2px;">✗ Too many classes</td></tr> <tr><td style="padding: 2px;">✗ Balancing school and family</td></tr> <tr><td style="padding: 2px;">✗ Time management issues</td></tr> <tr><td style="padding: 2px;">✗ Not liking instructor</td></tr> <tr><td style="padding: 2px;">✗ Didn't focus enough</td></tr> <tr><td style="padding: 2px;">✗ Will do better next time</td></tr> <tr><td style="padding: 2px;">✗ Not prepared for college</td></tr> <tr><td style="padding: 2px;">✗ Immaturity or being young</td></tr> <tr><td style="padding: 2px;">✗ Bad advising</td></tr> <tr><td style="padding: 2px;">✗ Any event that occurred before or after the term(s) in which you did not meet SAP</td></tr> </tbody> </table>	UNACCEPTABLE reasons for appeal	✗ Work related issues	✗ Too many classes	✗ Balancing school and family	✗ Time management issues	✗ Not liking instructor	✗ Didn't focus enough	✗ Will do better next time	✗ Not prepared for college	✗ Immaturity or being young	✗ Bad advising	✗ Any event that occurred before or after the term(s) in which you did not meet SAP
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PLEASE NOTE: Your extenuating or unusual circumstance must have occurred during the timeframe in which you did not meet Satisfactory Academic Progress requirements.

C. Appeal Requirements

All three of the following items MUST be submitted and complete, or the form will be returned back to the student UNPROCESSED.

- Student Progress Plan.** This must be made in DegreeWorks by your program advisor and must outline what courses you will take over the next three semesters and in what order you plan to take them in. *Appeals without this plan will not be processed.*
- A typed explanation of what prevented you from academic success, what documentation you plan to provide, and how your situation has improved.** *Appeals without this typed explanation will not be processed.*
- Appropriate documentation to support your reason(s) for appeal.** Circumstances for your appeal must be extenuating, unforeseen, and 100% beyond your control. Documentation must be official or on official letterhead. *Appeals without documentation will not be processed.*

D. Signature and Certification

By signing below, I certify that the information submitted on and with this form is accurate and complete. If my appeal is approved, I agree to abide by the following stipulations of my submitted Graduation Plan for my financial aid to be renewed:

1. Pass 100% of attempted hours
2. Minimum semester GPA of 2.5 or cumulative GPA of 2.0
3. Take only classes in my program of study
4. No Change of Program

STUDENT'S SIGNATURE _____

DATE _____

<input type="checkbox"/> RRAAREQ <input type="checkbox"/> ROANYUD <input type="checkbox"/> DOCUMENTS _____ TERM _____ INITIALS
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Return completed and signed forms to the Student Services office on your campus, mail, fax or email to:
 Central Carolina Technical College ■ Office of Financial Aid ■ 506 North Guignard Drive
 ■ Sumter, SC 29150 ■ Fax: 803.778.6696 ■ Phone: 803.778.7831 ■ Email: finaid@cctech.edu