FINANCIAL AID APPEAL FORM

Your appeal will be evaluated based on the information you present to support your case. ***You must complete all of SECTION A and include all documents required in steps 1, 2, & 3.*** Remember to provide as much information as possible. Incomplete forms will delay the evaluation of your appeal.

SECTION A – to be completed by the student

Last Name | First Name | SSN

Phone # | Degree Program at Centralia College | SID

Address | City | State | ZIP

Student signature | Date

1. **On a separate sheet of paper explain why you are appealing? Below are common questions students need to answer to appeal for financial aid. Please answer the question(s) that address why you are appealing, be very specific in your answers.**
   a. Why did you not achieve the required credits and/or grade point average (GPA)?
   Indicate what unforeseen or beyond your control circumstances occurred, providing appropriate documentation verifying your statements. Also, include what your plans are to prevent or correct the problem from happening again.
   b. Why do you need to change your degree or certificate? Why do you need an additional degree or certificate?
   Indicate how you will use this new degree or certificate to reach your educational/career goals.
   c. Why do you need more time to complete your degree or certificate?
   Indicate how you will use this time to complete your degree or certificate.
   d. Why did you fail to register with selective service by your 26th birthday?
   Indicate how you did not knowingly or willfully fail to register. Provide a status information letter from the Selective Service and a detailed letter regarding where you lived between the ages of 18-25 and why you did not register.
2. **Attach a copy of your degree audit for the degree or certificate you listed above.**
   To get a degree audit, go to www.centralia.edu. Click on Student Services then select Student Web Access. Under Student Login Services click on "get my degree plan audit/program guide". You will need to know your student ID and your student PIN (usually your six digit birth date). *Nursing students: there is not an electronic degree audit available for you to access, please see the Admissions Office for assistance in getting the appropriate degree audit documentation.*
3. **Attach a copy of your educational plan.**
   An educational plan is a quarter by quarter listing of the classes you plan to take in order to complete your degree or certificate.

SECTION B – to be completed by the Financial Aid Office

Reason for appeal: SAP TF DC SS Override

Appeal Quarter (quarter to be funded) _____

Approved *(ZA)*

Monitor educational plan *(ZB)*

Standard: earn all credits w/a 2.00 in each class, all grades must be posted by the end of the quarter, no correspondence or CAPS classes, no late or changed grades

Restrictions

- Enrollment: fulltime ¾ time ½ time LTHT
- specific classes _____
- other _____

Comments: _____

Denied *(update AS code)*, comments: _____

Reviewed by & date: _____