



Financial Aid Appeal Form

Last Name (Please Print)	First Name		M.I.	Student ID#
Address		City	State/Zip	Phone #

THE APPEAL FORM IS FOR STUDENTS WHO ARE ON FINANCIAL AID DISMISSAL DUE TO ONE OR MORE OF THE FOLLOWING REASONS:

- Cumulative Grade Point Average is Below a 2.0
- Cumulative units completion rate less than 66.7%
- Completed/Attempted units more than 150% of declared academic major

DEADLINES	To Submit	Appeals
------------------	-----------	---------

□ Spring Semester – May 15, 2023

INSTRUCTIONS:

Provide the require documents below. The information provided on this Appeal Form will ultimately determine your eligibility to receive Financial Aid.

- o Complete this form
- Updated Student Educational Plan (SEP) completed by a Peralta Counselor. (Appointments are necessary to meet with Academic counselors for completion of a SEP)
- PCCD Academic Unofficial Transcript (include Current Courses)
- Documentation that can support your Personal Statement. Providing sufficient documentation may be the difference between the approval or denial of your Appeal. For example:
 - Medical Documents: Doctor's statement, Medical bills, Etc...
 - Death Certificate
 - Police Reports or Legal Documentation
 - Letters from a professional on a letterhead who can support your circumstances
- Completion of this Form: Student <u>Personal Statement</u> explaining the circumstances that caused your dismissal

The following questions should be addressed in your statement:

- 1. Describe in detail the <u>extenuating circumstances</u> on why you were unable to maintain a cumulative 2.0 and/or complete the minimum required units. (Examples: Illness/Injury of the student, Death of an immediate family member, Medical and/or family emergencies)
- 2. Explain in specific steps on how you propose to improve your grade point average and/or the completion of your course.
- 3. Explain in detail why you have not completed your Certificate, A.A., A.S., or Transfer program objective within 150% or less program time frame, AND, indicate when and how many more units are needed to complete your educational objective.

NOTE:

The following are not extenuating circumstances: Poor study habits, an overload of coursework, lack of preparedness, or did not receive financial aid in a timely manner. Submitting an appeal does not guarantee approval. If your appeal is denied, you will be responsible for all fees associated with your enrollment during the semester.

<u>The Financial Aid Appeal Committee</u> will review the completed Appeal Packet. The committee's decision will be forwarded to the Financial Aid Office (FAO). The FAO will notify you the appeal decision by e-mail. During peak periods (registration periods) there may be an extended wait time.

THE DECISION OF THE COMMITTEE IS FINAL!

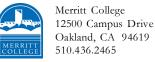












THIS SECTION FOR COUNSELOR CERTIFICAT	ION AND COMMENTS				
► Student's Education Objective at PCCD:					
[] AA/AS – (Degree Major:)				
[] Certificate - (Type:)				
[] Transfer - (Program Major:	Potential college:)				
► Student's Expected Completion Date at PCCD:					
► Counselor's Comments (optional):					
STUDENT PERSONAL STATEMENT: (PLEASE WRITE SPACE IS NEEDED. ALL ATTACHMENTS MUST HAVE STUDENT'S FOR INSTRUCTIONS IN WRITING YOUR STATEMENT.)					
STUDENT CERTIFICATION: ICERTIFYTHAT ALI	L STATEMENTS AND/OR SUPPORTING DOCUMENTATION				
ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. will be cause for denial.	WARNING: Any false statement or misrepresentation				
STUDENT'S SIGNATURE:	DATE:				

