

Appeal for Financial Aid Eligibility Qualitative Measurement

Cumulative GPA below 2.0 – cumulative completion rate below 67% - completely failed or withdrew from previous semester

S _____

Student Identification Number

Student Name

STEPS TO APPEAL:

1. Log into your PPCC Online portal at online.ppcc.edu and select the “Understanding Your Financial Aid Eligibility” link under your courses. Follow the instructions to complete all **three** modules. Once completed, print out the completion certificate it provides you and attach it to this appeal.
2. After completing the three modules, make sure you are completing the correct Appeal. This appeal form is for students who have become ineligible due to not meeting the cumulative GPA requirement and/or the cumulative completion rate or who have completely failed or withdrawn from their previous semester. Submitting the incorrect appeal form will result in a DENIED appeal.
3. Type a statement explaining, in detail, the extenuating circumstances that prevented you from meeting the qualitative measurement requirement.

We want to know:

- What happened in all previous unsuccessful semester(s)?
 - How have these previous issues been resolved?
 - What is your plan to ensure you are successful from this point forward?
4. Indicate the # of credits you plan to enroll in the next time you enroll for courses _____
 5. Meet with a Success Coach in Retention Services to complete a **SAP Referral Form**. Both walk-ins and appointments are welcome.

Success Coach Signature: _____ **Date:** _____

6. Attach the **D2L Completion Certificate**, **SAP Referral Form**, **typed statement**, and **official** supporting documentation of extenuating circumstances to this form and turn in the packet to an Enrollment Services office or scan and email to financialaid@ppcc.edu. **Appeals without documentation will be denied.**

Examples of acceptable documentation:

- Medical records
- Death certificates
- Court documents
- Police records
- Counselor statements on official letterhead
- Notarized 3rd-party statements

Deadline to appeal is **5 business days before the published census (drop) date**. Appeals submitted without documentation or missing proper signatures will be denied.

You will be notified via your PPCC-assigned email account as to the outcome of your appeal. If your appeal is granted, your applicable aid will be reinstated. If your appeal is denied, your aid will be canceled. Other conditions may apply to your approved or denied appeal.