

Appeal for Financial Aid Eligibility Quantitative Measurement

Maximum Time Frame – did not complete degree / certificate within 150% of what is required

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 attempted over 150% of what is required for their degree / certificate. 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 earning your degree or certificate within 150% of what is required for your program.

We want to know:

- Why have you attempted so many credits, but have not yet completed your degree or certificate?
- What are your true educational goals and intentions?

Reasons for not completing your degree within 150% of what is required for your program may include:

- You are working on a 2nd degree / certificate
 - You changed your degree / certificate
 - You transferred in credits from another school
 - You had to take a lot of prerequisites
4. Meet with an academic advisor in the Advising & Testing Office to discuss your Degree Plan. *Please be sure to attach the Degree Plan to your appeal.* We encourage you to keep a copy of any Degree Plan given to you by the Advising office.

Total # of credits required for student to complete their degree / certificate at PPCC: _____

Academic Advisor Signature: _____ **Date:** _____

5. Attach the **D2L Completion Certificate, Degree Plan, and typed statement** to this form and turn in the packet to an Enrollment Services office or scan and email to financialaid@ppcc.edu. If the reasons for not completing your program within 150% of what is required warrants documentation, please be sure to include the documentation with your appeal. This documentation might include medical records, death certificates, court documents, police records, counselor statements, notarized 3rd-party statements, etc.

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.