

Financial Aid Disqualification Appeal Form

Appeal Deadlines: Summer 2009 – July 15, 2009
Fall 2009 – November 13, 2009.

Name (print) _____ Student ID Number _____

NDSU e-mail address _____ Phone Number () _____

If you've been placed on financial aid disqualification, you have the right to appeal. Please indicate the reason for your appeal below and follow the instructions listed. Please Note: Appeals submitted without proper documentation will be denied.

Extenuating circumstances that were medical or emotional in nature (i.e. hospitalization, illness requiring student to miss class/exams, depression, anxiety, ADD)

- Attach a written/typed statement explaining your medical or emotional circumstance and how it negatively impacted your academic performance. Include information about how your situation is better now and how you plan to succeed academically if given another opportunity.
- Attach supporting documentation. This should be a letter from your doctor or counselor, or if you did not see a doctor or counselor, a minimum of 2 letters from third parties who can corroborate your situation. Letters must be signed by the person who wrote it and must include a phone number, as we may call to verify the information.

Recent death of family member or close friend

- Attach a written/typed statement explaining your circumstance and how it negatively impacted your academic performance. Include information about how your situation is better now and how you plan to succeed academically if given another opportunity.
- Attach one of the following forms of supporting documentation: A copy of the obituary, memorial program or death certificate.

Other extenuating circumstances (please specify) _____

Valid appeals include: Adjustment issues, roommate problems, legal issues/custody battle, serious illness of family member or close friend. Appeals that will **NOT** be considered include: Working too much, changing your major, didn't like classes/teachers, etc.)

- Attach a written/typed statement explaining your circumstance and how it negatively impacted your academic performance. Include information about how your situation is better now and how you plan to succeed academically if given another opportunity.
- Attach supporting documentation. This should be a minimum of 2 letters from third parties who can corroborate your situation. Letters must be signed by the person who wrote it and must include a phone number, as we may call to verify the information.

You have reached your maximum allowed credits and have transfer and/or NDSU credits that don't count toward your major

Attach a written/typed statement from you, the student, stating that you have transfer and/or NDSU credits that do not count toward the degree requirements for your current major at NDSU. Please also indicate the date you expect to graduate. Our office will then contact Registration and Records for a Transcript Evaluation to determine the amount of credits we can subtract from your attempted total.

One calendar year has elapsed since you were most recently placed on financial aid disqualification

Attach a written/typed statement from you, the student, explaining why you feel you should be reinstated and what you plan to do to succeed academically if given another opportunity. Please Note: The appeal deadlines do not apply if you are appealing due to this reason.

Incoming transfer credits caused you to be placed on financial aid disqualification for not meeting the cumulative 67% criteria when you began studies at NDSU

If you have incoming transfer grades including F's, I's or W's and as a result you fail to meet the SAP criteria, you may appeal IF it has been at least one year since you earned the grades OR if you had an extenuating circumstance that contributed toward these grades. Attach a written/typed statement explaining why you feel you should be reinstated and what you plan to do to succeed academically if given another opportunity. Please Note: The appeal deadlines do not apply if you are appealing due to this reason.

I CERTIFY THAT THE INFORMATION I HAVE PROVIDED IN MY APPEAL IS TRUE AND ACCURATE.

Student's Signature _____ Date _____

Please submit this form and your supporting documentation to NDSU Student Financial Services, 202 Ceres Hall, Box 6050, Fargo, ND 58108-6050 or to Bison Connection in the Memorial Union. Please allow the Appeals Committee up to 3 weeks to review your appeal. You'll be notified via your NDSU e-mail account when a decision has been made.

Office Use Only: Approved, no conditions Approved, placed on probation
 Denied, no extenuating circumstances Denied, inadequate documentation Denied, missed deadline/other

FA Counselor _____ Date _____