

FINANCIAL AID APPEALS FORM

Students who have been placed on Suspension or have exceeded Duration of Eligibility may appeal in writing to the Financial Aid Director.

****NOTE:** A change in major or a double major DOES NOT automatically extend Duration of Eligibility.**

Submit this form with the following documents to the Financial Aid Office:

1. A typed, signed and dated letter from you explaining the reason(s) for which you are appealing. The letter must be specific in explaining the circumstances for the suspension, how they have been rectified, and why aid should be reinstated or why Duration of Eligibility should be extended.
2. Provide your plan of Study--listing the courses you will take in each semester of the current academic year. *(This is provided below)*
3. If the appeal is for medical reasons, include a letter from the physician or copies of the medical bills. *(State the medical problem, when it occurred, and if it will interfere again.)*
4. Provide any other supporting documentation that you believe may explain the extenuating circumstances of your appeal.

PLAN OF STUDY

Please list the courses you will enroll in for the next 1 - 3 semesters. Place an asterisk (*) by any repeat courses. Each course MUST be a degree requirement.

SUMMER TERM 20 _____		FALL TERM 20 _____		SPRING TERM 20 _____	
Course Title	C	Course Title	C	Course Title	C
TOTAL # OF CREDITS:		TOTAL # OF CREDITS:		TOTAL # OF CREDITS:	

(ANTICIPATED GRADUATION DATE FROM WWCC)

STUDENT'S NAME (Please Print)

SOCIAL SECURITY NUMBER

STUDENT'S MAILING ADDRESS

CITY

STATE

ZIP CODE

STUDENT'S SIGNATURE

DATE

- If the appeal is denied, you have a one-time only option available to request a hearing with the Financial Aid Review Board.