

Maximum Timeframe Appeal Form

XXX-XX-

Student Name

Student ID#

Social Security Number

Program or Major

I am requesting Financial Aid for (select one) : Fall or Spring or Summer Year: _____

Instructions: According to Satisfactory Academic Progress guidelines, you are on financial aid suspension. **You may appeal by completing this form, downloading to your device and email to finaid@southmountaincc.edu along with typed letter using your official student email account.** Incomplete forms will be rejected. You understand by submitting this form any enrollment within the Maricopa County Community College District may be used for determining the outcome of this appeal. Notification of the committee's decision will be delivered to your Student Center. Please allow at least 15 business days (may take longer during peak processing periods). Submission of this appeal does not guarantee approval and reinstatement of financial aid eligibility. All Committee decisions are final.

Typed appeal letter must include a detailed explanation as to why you have earned more credits than your degree/certificate program requires, why you have changed your program of study, why you are requesting to change the current Academic Plan (RCL) on file, or, if you already have a degree, why you are taking additional coursework. Statement must be submitted with appeal.

Students may request to have their timeframe extended under the following circumstances: (check all that apply)

- Program of study has changed from _____ to _____
- I have attempted 150% or more of the credits required for my degree/certificate.
- I am changing the current "Approved" Academic Plan (RCL) on file.
- I have transferred hours that do not apply to my program of study.
- I have earned a Bachelor's Degree (or higher) and am pursuing another Degree or Certificate.
- I must take specific coursework in order to **enroll** in an eligible program (students requesting an extension under this requirement must be taking classes that are a prerequisite for admission to the program. Students meeting this Preparatory Course Work requirement are not grant eligible and may only be considered for loans during one consecutive 12 month period).

Certification and Signature

I understand that if this appeal is approved, I will be placed on probation. Only approved courses on my restricted course list (RCL) will be considered for federal financial aid. If I choose to take classes that have not been approved, I will not receive financial aid for those classes and delay of awarding and/or disbursements may occur. Additionally, I will only be funded for approved courses one time.

I have read and understand the Satisfactory Academic Progress Policy.

I certify that the submitted information is true and correct to the best of my knowledge and belief. If asked by an authorized official, I agree to provide additional proof of the information provided on this form. I understand that purposely providing false or misleading information on this form may result in reduction or repayment of aid, fines and/or imprisonment in this and/or future years. I authorize the use of this information and any supporting documentation for all MCCC institutions.

Student's Signature

Date

Maricopa County Community College District (MCCC) is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the college.

The Maricopa Community Colleges do not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 Concerns, call the following number to reach the appointed coordinator: **(480) 731-8499**. For additional information, as well as a listing of all coordinators within the Maricopa College system, visit the following weblink: <https://distict.maricopa.edu/consumer-information/non-discrimination-statements>.