

# Appeal for Reinstatement of Financial Aid

All appeals must be accompanied by a signed statement describing in detail the unusual or extraordinary circumstances beyond your control. Appeals without documentation are generally denied. The Financial Aid Office will send you a letter indicating whether the status of your appeal and subsequent financial aid awards.

Letters of explanation must include the following items, at minimum:

- What happened
- When it happened (date specific)
- Why it is no longer a problem or the steps you are taking to assure it does not affect your future academic success.

**My appeal is based on one of the following:**

**1. \_\_\_\_\_ I experienced unusual or extraordinary circumstances beyond my control.**

Indicate the type of unusual circumstances beyond your control (check one):

- Family Member's Death**  
Attach a copy of the death certificate or funeral notice
- Illness**  
Attach documentation from a medical care provider
- Other Unusual or Extraordinary Circumstances**  
Documentation must be attached. Examples of documentation include, but are not limited to, the following: court documents; letter from a mental health care provider; police reports; letter from North Seattle College's Disability Services office; letter from a member of the clergy.

**2. \_\_\_\_\_ My last quarter of attendance meets each of the conditions below:**

- a. I have successfully completed 6 or more credits towards my program of study
- b. During my last quarter of attendance I completed all credits that I registered for
- c. My current cumulative GPA is a 2.00 or better

**Please Note:** *Official transcripts must be submitted for coursework taken at another institution*

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**CERTIFICATION:** Each person signing this worksheet certifies that all of the information reported on it is complete and correct. **WARNING:** If you purposely give false or misleading information on this worksheet, you may be referred to the Office of Inspector General and/or be liable to repay all aid received.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student ID or SSN

<i>Office Use Only</i> - Appeal Status (circle one): Approved / Conditional Probation / Denied			
R2T4 Calculation Required - Y / N	GPA _____	Pace _____	Staff Initials _____