INSTRUCTIONS: The U.S. Department of Education has indicated that you have had an unusual enrollment history while receiving Federal financial aid funds. Students who have attended multiple schools in a short period of time may be considered to have an unusual enrollment history. College of the Siskiyous is required to review your enrollment history to determine your eligibility for Federal aid. You must submit your completed Unusual Enrollment History Appeal with all REQUIRED documentation, including your Student Education Plan, to the Financial Aid Office at College of the Siskiyous. Appeals submitted without required documents will be considered INCOMPLETE and will not be processed.

In order for your appeal to be considered you must submit a typed statement and include the following information:

1. Review and PRINT the National Student Loan Data System (NSLDS) at http://www.nslds.ed.gov/nslds_SA/ for prior schools attended. You must have your FSA ID.

2. State the reasons for each transfer to a new institution.

3. List ALL semesters that you did not earn credits (withdrew or failed all classes), but did receive financial aid.

4. State the reasons why you did not earn credits for the above semesters.

5. State your current academic program.

6. State how many times you have changed your academic program and the reasons for changing your academic program.

7. Describe how your circumstances have changed so that you will successfully complete classes in the future.

8. Attach proof/documentation of your extenuating circumstances.


10. Have the Official Transcripts sent to Counseling Services or Admissions & Records.

11. After the evaluation of your transcripts, notify the Financial Aid Office who will determine if a Maximum Unit Appeal is necessary. Please view the Financial Aid Policies and Procedures regarding maximum unit limitations at http://www.siskiyous.edu/financialaid/appeals.htm.

12. Make an appointment with your academic counselor to complete a comprehensive Student Education Plan.

13. Submit your Student Education Plan to the Financial Aid Office to assist with determining the next steps.

Thank you,
Financial Aid Department
I certify that all information given on the attached statement and contained in supporting proof and/or documentation is true and correct to the best of my knowledge and that intentional misrepresentation is a violation of law and a criminal offense. I have reviewed the Satisfactory Academic Progress Policy @ http://www.siskiyous.edu/financialaid/documents/SatisfactoryAcademicProgressPolicy.pdf and understand all requirements.

________________________________________  ______________
Student Signature                                      Date

We have the authority to deny Title IV financial aid according to section 484(a)(4)(A) of the Higher Education Act of 1965, as amended, which requires the student to sign a Statement of Educational Purpose. By signing the FAFSA, you certified that you would use Title IV financial aid received only to meet education costs.

**OFFICE USE ONLY**

☐ Approved: I have reviewed this student’s academic history at each institution attended during the last three years and certify that they earned credits at each during the enrollment period in which they received a Pell Grant.

________________________________________  ______________
Signature                                      Title                                      Date

☐ Denied: After review of this student’s academic history at each institution attended in which the received a Pell Grant during the last three years, continued Pell Grant eligibility is denied.

________________________________________  ______________
Signature                                      Title                                      Date

**COUNTER USE ONLY**

1. Is NSLDS printout attached?
2. Did student receive Pell for 13-14, 14-15, and 15-16?*If no, return to student.
3. Do we have all transcripts for those years?