

APPEAL PROCESS

Financial Aid Suspension Notification

Financial Aid counselors typically assess satisfactory academic progress for each student at the end of each financial aid academic year. However, student academic records for mid-year transfer or reinstatement cases are reviewed to determine eligibility for federal assistance. If students are not making satisfactory academic progress, notifications are sent via email or letter informing students of their noncompliance. A student may apply for financial aid reinstatement by requesting a financial aid appeal. The financial aid appeal process allows the student to explain extenuating or unforeseeable circumstances that may have hindered the student's academic progress.

Step 1: Student must begin the financial aid reinstatement process by downloading the Financial Aid Appeal form from the [Financial Aid web page](#). Extenuating circumstances (i.e. student injury or illness, death of student's relative, and/or other circumstances resulting in undue hardship to student) should be clearly documented.

Step 2: Your Financial Aid Counselor will review the appeal. The Counselor may render one of the following decisions:

Decision	Description
Pending	Additional information is needed to render a decision.
Financial Aid Probation	Student may continue to receive student financial aid. Student must have the minimum financial aid required GPA at the conclusion of the financial aid academic year.
Financial Aid Probation - Reduction or Suspension of Loan Eligibility	Student may continue to receive student financial aid. Student loans will be reduced or suspended for one year. Student loan reinstatement is contingent upon the student showing evidence that their academic standing improved even though they were noncompliant.
Financial Aid Suspension	Student no longer eligible for the period of one year. Student must enroll and pay for classes out of pocket. Reinstatement is contingent upon the students showing evidence that their academic status has improved and in compliance with the University's Satisfactory Academic Progress Policy.

Step 3: Financial Aid Counselor will communicate the decision to the student via a letter and/or University email.