



Appeal Form

Maximum Timeframe

2024-2025 Academic Year

Student's Name (please print): _____ Student ID: _____

Program of study: _____ Program Code: _____ Catalog Year: 20

All students receiving financial aid must complete their educational program within 150% of the published length. Students who exceed or are unable to complete their program within the 150% maximum timeframe are no longer eligible to receive financial aid at SPCC. The Maximum Timeframe Standard includes all curriculum hours attempted and any accepted transfer credits or developmental credit hours, regardless of timeframe.

1) Check appropriate reasons that affected your academic progress.

<input type="checkbox"/> Prior degree from SPCC o Program: _____ o Year: _____	<input type="checkbox"/> Transferred credits and/or developmental courses	<input type="checkbox"/> Changed degree program multiple times	<input type="checkbox"/> Other (please specify) _____
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2) Meet with a counselor or academic advisor to discuss your graduation plan. Attach this plan to the application.

Have you met with a counselor or academic advisor?	<input type="checkbox"/> YES _____ <i>Counselor/Advisor Signature</i> <i>Date</i>
Have you attached a Graduation Plan?	<input type="checkbox"/> YES, the graduation plan is attached Credits required to graduate: _____ Semesters required to graduate: _____

3) Attach a separate sheet of paper to the application and describe:

- ☐ your educational goals,
- ☐ why you may have been unsuccessful or did not complete your program in previous semesters, and
- ☐ what has changed to allow you to meet your educational goals now and be successful in college courses

Important

- ❖ Incomplete appeals will be denied.
- ❖ Only one program of study will be considered and a copy of the Graduation Plan must be attached. The Vice President of Student Services or his/her designee will consider appeals and the decision will be final. Students will be notified through e-mail of appeal decisions.
- ❖ Appeals must be submitted prior to the start of the term.
- ❖ Students receiving appeal approval will be eligible for financial aid assistance provided that they meet all requirements of the established individual Graduation Plan, which may include completing only courses required for graduation and maintaining a 2.5 semester GPA and 100% completion rate.

By signing this form, I certify that I understand the SPCC Maximum Timeframe policies and appeal approval process.

Student's Signature (Required)

Date

For Financial Aid Office Use Only

Attempted Credits: _____ Completed Credits: _____ SAP GPA: _____ First Enrolled: _____ Previous Graduate: Y/N
Program Code: _____ Credits Required: _____ Max Credits: _____ Credits needed to complete program: _____
Comments: _____

Appeal is: Granted / Denied Date: _____

Signature: _____ Title: _____

SAP Status Set to: _____ Date: _____ FA Representative Signature: _____