

Unusual Enrollment Worksheet

2024-2025 Academic Year

Student Name: _____ Student ID: _____

Verification of Enrollment History on NSLDS – (Colleges, Vocational Schools, and other Postsecondary Institutions)

Academic year	College/Institution	Dates of Attendance	Types of Aid Received	Credits Earned	Transcript Received Y/N

Please check one:

 Academic Credit Earned: If the institution determines that the student earned any academic credit at each of the previously attended institutions during the relevant award years, no further action is required unless the institution has other reasons to believe that the student is one who enrolls just to receive the credit balance. In such instances, the institution must require the student to provide the additional information discussed below under “Academic Credit Not Earned.” If it is determined that academic credit was not earned at one or more of the previously attended institutions, the institution must follow the “Academic Credit Not Earned” guidance below.

 Academic Credit Not Earned: If the student did not earn academic credit at a previously attended institution and, if applicable, at the institution performing the review, the institution must obtain documentation from the student explaining why the student failed to earn academic credit. The institution must determine whether the documentation supports (1) the reasons given by the student for the student’s failure to earn academic credit; and (2) that the student did not enroll only to receive credit balance funds.

Unusual Enrollment History Flag authorized to be waived on CRI screen _____ Yes _____ No

Financial Aid Staff Signature _____ Date _____