

<b>Session: 2131</b> <b>Track Code:</b> <b>IF,IS,IX</b>	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	<b>SOCIAL SECURITY NUMBER</b>
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	<b>MPC STUDENT'S ID NUMBER</b>

## 2013-2014 Loss of Eligibility Appeal Process & Application

Students who fail to meet and maintain Satisfactory Academic Progress (SAP) standards for two consecutive semesters are not eligible for State or Federal Financial Aid. The SAP standard for Student Financial Services (SFS) are as follows:

- Maintain a 2.0 Grade Point Average (GPA) , both semester and cumulative; and
- Complete 75% of all units attempted, both semester and cumulative.

Students may file an appeal with Student Financial Services. Students must have a **special circumstance** such as:

- **Accident or injury to the student**
- **Illness that is not chronic to the student**
- **Death in the immediate family** (Immediate family means the mother, father, grandmother, grandfather, or a grandchild of the student or of the spouse, spouse son, son-in-law, daughter, daughter-in-law, and brother, sister of the student or any relative living in the immediate household of the student.
- **A onetime life altering event to the student**

Students must complete the Special Circumstance section, explaining the special circumstance and attach **third party supporting documentation** such as:

- Court Order
- Police Report
- Death Certificate
- Statement from a physician

Students must complete the SFS Educational Plan section and explain what they will be doing differently to maintain Satisfactory Academic Progress.

- Educational Plan—attach a copy of the semester schedule of classes. (Courses selected must lead to successful completion of program of study.)

The Appeals Committee will evaluate the application and will consider the special circumstance. If an appeal is approved, the student will be placed on probation for one semester and must adhere to the conditions of the appeal decision. Please note that submitting a Loss of Eligibility Appeal Process & Application **will not** guarantee an approval.

### **Submit all items listed below:**

- Complete the Appeal Application (page 2 & 3)
- Prepare an SFS Educational Plan Statement (page 3)
- Print out class schedule and attach
- Attach all third party supporting documentation



