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SOCIAL SECURITY NUMBER

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MPC STUDENT'S ID NUMBER

2013-2014 Loss of Eligibility-Maximum Timeframe Appeal Process & Application

Students who have reached the 150% Maximum Timeframe, 90 or more units attempted, have failed to maintain the Satisfactory Academic Progress (SAP) Policy and are no longer eligible for State or Federal Financial Aid.

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 Education Plan Statement section and explain how they will complete their program of study successfully at MPC.

- Students must complete myAcademicPlan (MAP), General Education, and Major Education plan with an academic counselor. The counselor will provide and complete the form with the student.
- Student must have Official Transcripts from all prior colleges/universities, posted at Admissions and Records before the Appeal will be evaluated.

The Appeals Committee will evaluate the appeal and consider the special circumstance. If an appeal is approved **no additions or deletions will be accepted.** If the student does not comply with the MPC Satisfactory Academic Progress standards the student will be permanently dismissed from financial aid at MPC without the eligibility to appeal. Please note that by submitting the Loss of Eligibility-Maximum Timeframe Appeal Process & Application **will not** guarantee an approval.

Submit the items listed below:

- Complete the Appeal Application (on page 2 & 3)
- Complete myAcademicPlan (MAP), General Education, and Major Education Plan with your academic counselor
- Attach all third party supporting documentation
- Request all Official Transcript from prior colleges/universities be sent to Admissions and Records

2013-2014 Loss of Eligibility
Maximum Timeframe Appeal Process & Application

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| Last Name | First Name | Student ID Number |

Semester for which you are requesting an appeal:

- Fall 2013 Spring 2014 Summer 2014

Associate Degree or Higher: Major at MPC: _____

Reason for the appeal: I have 90 attempted units or more (including transfer and/or military units)
Prior Colleges/Universities Attended: _____

Special Circumstance

I have met the Maximum Timeframe Appeal by the following conditions and have attached third party documentation:

- Accident or injury to the student
- Illness that is **not** chronic to the student
- Death in the immediate family
- A onetime life altering event to the student
- Other: _____

Explain your special circumstance. *(Students with Associates degree or higher: explain why you cannot obtain employment with your current degree)*

Attach another sheet if you need additional space.

Educational Plan Statement

Explain how you will be completing your program of study successfully at MPC.

- I understand that I am required to follow the myAcademicPlan (MAP) that was completed with my academic counselor in order to receive State and/or Federal Aid.
- I understand that if I **DO NOT** meet SAP standards or fail to complete the courses on myAcademicPlan (MAP), I will be **INELIGIBLE** to receive Financial Aid at MPC.
- Failure to complete this form and provide accurate third party documentation will result in a denial of my appeal.
- I am aware that if this appeal is approved, ***NO ADDITION or DELETION*** of courses will be considered on the myAcademicPlan (MAP).
- I am aware I must provide Official Transcripts from all prior colleges/universities attended.
- I am aware that once the appeal decision is made, an email will be sent to my MPC email.

By signing my name below and reading the information above, I am aware of the requirements for this appeal.

Student Signature: _____ Date: _____

Appeal Status: For school use only.

Financial Aid was:

_____ Reinstated: _____

_____ Not Reinstated: _____

Committee Member's Signature

Date

Committee Member's Signature

Date

Committee Member's Signature

Date

Committee Member's Signature

Date