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**SOCIAL SECURITY NUMBER**

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**MPC STUDENT'S ID NUMBER**

## 2014-2015 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 to the student that is not chronic**
- **Death in the immediate family** (Immediate family means the mother, father, grandmother, grandfather, or a grandchild of the student or of the 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 I understand **I may not take any courses not listed in my education plan.** I understand that if I do not comply with the MPC Satisfactory Academic Progress standards I will be permanently dismissed from financial aid at MPC without the eligibility to appeal. Please note that 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

## 2014-2015 Loss of Eligibility Maximum Timeframe Appeal Process & Application

Last Name	First Name	Student ID Number

Semester for which you are requesting an appeal:

Fall 2014
  Spring 2015
  Summer 2015

Major at MPC: \_\_\_\_\_

Reason for the appeal: \_\_\_I have 90 attempted units or more (including transfer and/or military units)

\_\_\_I have an Associate Degree or Higher

Prior College/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 to the student that is **not** chronic
- 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)

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Attach another sheet if you need additional space.

**Educational Plan Statement**

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

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\_\_\_\_\_ 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 understand that if this appeal is approved, ***IMAYNOT*** take any courses not listed in myAcademicPlan (MAP).

\_\_\_\_\_ I understand I must provide Official Transcripts from all prior colleges/universities attended.

\_\_\_\_\_ I understand 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

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Committee Member's Signature

\_\_\_\_\_  
Date

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Committee Member's Signature

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Committee Member's Signature

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Date