



## **2023-2024 Maximum Time Frame (150%) Appeal**

### **What is the 150% Maximum Time Frame?**

A student cannot receive any financial aid funding after he or she has attempted 150% of the hours required to earn a degree. For example, students in programs requiring 60 hours earned for graduation will be eligible for financial aid during the first 90 attempted hours. All attempted hours are counted, including transfer hours and part-time enrollment, whether or not financial aid was received or the coursework was successfully completed.

### **Why am I having to appeal?**

Occasionally students are unable to complete the credential, diploma or degree in the 150% allotted time frame. In these situations, students are given the opportunity to appeal. If students are within one semester of completion, an appeal can be considered. Students with more than one semester remaining will be considered on a case-by-case basis based on class offerings, etc.

### **What does this form entail?**

By completing this form and returning it to the Financial Aid Office, you are requesting that the Financial Aid Office review your Financial Aid eligibility for your remaining term of enrollment. By signing this form as the student, you are stating you understand that completion of your program is contingent upon completion of the courses listed on the form and that, if approved, your appeal is only good for the term notated on the form. You are also stating that all information and attachments included with the form are accurate to the best of your knowledge.

### **Why does an academic advisor have to sign the form?**

Meeting with an academic advisor (this can be your assigned faculty advisor or a Counselor in Student Services) shows the Financial Aid Office that you've met with an individual about your plan for completion of your program and you understand that these courses are your pathway to completion and graduation. By signing this form as the advisor, the advisor is stating they have counseled you in your graduation and completion plan.



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Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Program of Study: \_\_\_\_\_

**Instructions:** Please answer each question below as completely as possible. If you need to provide additional documentation or need additional space, please attach any additional information.

1. What circumstances led to you exceeding the allowable hours for financial aid? Be specific and include any supporting documentation.
  
  
  
  
  
  
  
  
  
  
2. What courses do you have remaining to complete your program of study? (Please either list the classes or attach a pre-registration/course planning list.)
  
  
  
  
  
  
  
  
  
  
3. When do you anticipate you will graduate and complete this program of study?

By signing below, I am stating that the above asset information is true and accurate to the best of my knowledge.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing below, I certify that I have met with the student and advised them on the final courses required for graduation and program completion.

Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_