

**Northeastern Technical College
Office of Student Financial Assistance**

Satisfactory Progress Appeal Form

A student whose financial aid has been suspended may appeal that decision if there are mitigating circumstances. Appeals should be directed to the Office of Student Financial Assistance. Written documentation is required for appeals for financial aid reinstatement. Note: Eligibility for financial aid assistance requires that a student maintains satisfactory academic progress (SAP) in both qualitative (academic as defined by the College/GPA) and quantitative (completing a minimum percentage of attempted hours). Failure to establish and maintain this minimum will result in suspension of financial aid.

The college is required to establish procedures to allow additional assistance for a semester when SAP is deemed unsatisfactory. The student must present this form, documentation to support extenuating circumstances, and resolutions for the problems to the Office of Student Financial Assistance. The Financial Aid Director and any other applicable person will review the request. If the student is not satisfied with the decision of the Financial Aid Director, an appeal may be made to the Financial Aid Appeals Committee. The committee will hear the case with input from the student involved, Financial Aid Director, Vice President of Student Services and any other applicable person. The Financial Aid Appeals Committee's decision will be final.

Please print clearly.

Name: _____ **SSN:** _____

Mailing Address: _____
City State Zip

Phone Number: _____

Acceptable Reason(s) for Appeal

(Please check appropriate box below)

- Prolonged illness
- Death or serious illness of a family member
- Family difficulties
- Financial difficulties
- Program Change New Program Name: _____
- Has Not Attended NETC for at least 3 consecutive academic years
- Other

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Explain in detail, below, why you have not done well academically. You must provide reasons you believe financial assistance should be continued. If reason involves a medical condition, legal matter, death, or other unusual condition(s), proper documentation must be attached to support your circumstances. Attach additional sheets if necessary.  
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Student's Signature: _____ Date: _____

Appeal Decision: Approved Denied

Appeal Stipulations: _____

Financial Aid Director's Signature: _____ Date: _____