

# BEVILL STATE COMMUNITY COLLEGE

## Financial Aid Appeal Form Satisfactory Academic Progress Appeal

Name \_\_\_\_\_ Student Number \_\_\_\_\_

E-mail address \_\_\_\_\_ Contact Number \_\_\_\_\_

Major \_\_\_\_\_ Credit Hours Needed for Graduation in Program \_\_\_\_\_

Semester planned for enrollment: \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

<b>Financial Aid Appeal Deadlines</b>		
<b>Term</b>	<b>Priority Review Deadline</b>	<b>Review Deadline</b>
Fall 2016	August 2, 2016	August 15, 2016
Spring 2017	December 7, 2016	January 4, 2017
Summer 2017	April 26, 2017	May 22, 2017

\*Late submissions will be considered for the next term.

### **SAP Guidelines**

Federal regulations require students to maintain Satisfactory Academic Progress (SAP) in three areas - **cumulative GPA, hours earned and maximum time limit**– to be eligible for financial aid. As part of the maximum time limit students are only allowed a total of three majors/programs while on financial aid at Bevill State. It is the **student’s** responsibility to stay informed of the SAP standards and to monitor their own progress. In some cases, a student’s failure to be in compliance with one or more areas of SAP is due to events totally beyond the student’s control. ***If such mitigating circumstances can be documented for the specific term(s) when the deficiencies occurred, the student may submit this completed appeal form along with all required documentation for consideration. Bevill State will consider the number of program changes when considering an appeal request.*** Students are allowed two program/major changes for a total of three programs. Students who want to continue on financial aid must have documented circumstances of why they should be allowed to continue on financial aid. ***Submission of an appeal is NOT an automatic approval for financial aid. Appeal decisions will be posted to your myBSCC account. Students who have reached their 600% Lifetime Eligibility for Pell Grant funds are NOT eligible to appeal.***

### **Examples of Mitigating Circumstances**

Situations considered mitigating circumstances beyond a person’s control include:

- Serious illness or injury to student that required extended recovery time.
- Death or serious illness of an immediate family member.
- Significant trauma in student’s life that impaired the student’s emotional and/or physical health.
- Other documented circumstances.

### **Directions for submissions**

- Do NOT discuss your **need** for financial aid as part of your rationale for reinstatement of Title IV Federal Financial Aid. It is assumed by the Financial Aid Appeals Committee that any student filing an appeal is doing so based upon financial need.

- Appeals submitted after the published deadline will not be considered for the current term but for the following term. These dates are published in the current BSCC Catalog.
- Appeals are submitted to the Financial Aid Services Central Processing Center and will be determined by the Appeals Committee.
- Students who receive a denial on their appeal will be required to make progress on their own (without the use of financial aid) until their progress is sufficient to qualify for financial aid again.
- Incomplete applications will receive an automatic denial.

**Circumstances for financial aid appeal:** A student may have more than one problem with SAP. If more than one category applies, a student should submit documentation for each category. Please indicate all areas of SAP non compliance.

- Students that are behind the 2.0 GPA**
- Students not passing 2/3 of attempted hours**
- Students that have exceeded 1.5 times the normal length of their program**

**Failure to include the required attachments for Satisfactory Academic Progress problems with the items listed below will result in automatic denial. A complete Appeal Packet consists of the following:**

1. **A signed and dated Financial Aid Appeal Form.**
2. **A signed, dated, detailed letter of explanation.** Please make sure to address the specific semesters where you experienced academic problems or withdrawals. Include what actions you took to make an effort to meet your responsibilities during the time of your mitigating circumstances and how your circumstances have improved.
3. **Proof** that the event you describe occurred. (Statement from your physician, medical bills, police report, obituary, etc.)
4. **Educational Plan:** Please meet with your advisor and complete the attached Educational Plan Form for each semester you plan to enroll until you graduate.
5. **An Unofficial Transcript**

**Send Appeal Packet to:  
Bevill State Community College  
FASPC  
1411 Indiana Avenue  
Jasper, AL 35501  
Fax: (205)221-1841**

**FOR OFFICE USE ONLY**

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Hours Attempted  Hours Completed  GPA  Major Changes

Appeal Committee Decision:      \_\_\_Approved      \_\_\_Denied

Recommendation

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\_\_\_\_\_  
FA Official Signature

\_\_\_\_\_  
Date

EDUCATION PLAN  
UNTIL DEGREE IS EARNED

Name: \_\_\_\_\_

Student Number: \_\_\_\_\_

Semester: \_\_\_\_\_

Course Prefix	Title of Course	Credit Hours

Semester: \_\_\_\_\_

Course Prefix	Title of Course	Credit Hours

Semester: \_\_\_\_\_

Course Prefix	Title of Course	Credit Hours

Semester: \_\_\_\_\_

Course Prefix	Title of Course	Credit Hours

Name: \_\_\_\_\_

Student Number: \_\_\_\_\_

Semester: \_\_\_\_\_

Course Prefix	Title of Course	Credit Hours

Semester: \_\_\_\_\_

Course Prefix	Title of Course	Credit Hours

Semester: \_\_\_\_\_

Course Prefix	Title of Course	Credit Hours

Semester: \_\_\_\_\_

Course Prefix	Title of Course	Credit Hours

Projected Graduation Date: \_\_\_\_\_

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

Date: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_