

THREE RIVERS COMMUNITY COLLEGE

APPEAL FORM

Name _____ ID# _____

Complete Address _____

Email _____ Phone _____

Check all that apply and submit this form as directed by the advisor:

_____ **Financial Aid Suspension** -If your financial aid status is Unsatisfactory Progress (“NOTSAP”) Financial aid Appeals are considered for unexpected or emergency situations. Such as, serious illness, death of family member, or other unusual life circumstance. If you are reinstated for financial aid, all courses must be completed with a grade of “C” or better for financial aid eligibility to be continued for the following semester. Please fill out this form and make an appointment with an advisor at the Welcome Center, A113, (860) 215-9016. Return completed form with unofficial transcripts to the Financial Aid Office.

_____ **Financial Aid and Academic Suspension** - Please fill out this form and make an appointment with an advisor at the Welcome Center, A113, (860) 215-9016

_____ **Academic Probation** -Meet with academic advisor at the Welcome Center and submit this form with your registration if you wish to take more credits than 9 credits, which is the limit on probation. There may be additional requirements such as attendance at a College Success workshop required for an appeal.

_____ **Academic Suspension** -If you wish to attend TRCC while on academic suspension email form to TR-AcademicAdvising@trcc.comnet.edu

_____ **Course Repeat (Board Policy)** -If you wish to repeat a course more than the three times please email form to TR-AcademicAdvising@trcc.comnet.edu

*****PLEASE PRINT CLEARLY*****

- 1. Please reflect on the reason(s) that contributed to your current financial aid unsatisfactory progress, and/or academic progress. Also you should be as detailed as possible in describing the factors that led to your current standing. If necessary refer to your academic history. (You may use and attach additional page/s if necessary)

- 2. If applicable, provide and list your documentation in support of the unusual life circumstances for your Financial Aid or Academic suspension. For example; death certificates, medical documentation etc.

a. _____

b. _____

c. _____

d. _____

Continued On Other Side



3. Please explain how you will incorporate at least two strategies, and actions you have developed to increase your GPA, improve your academic standing, and/or financial aid suspension if you are granted a probation waiver.

MANDATORY ACADEMIC PLAN

Advisor please attach Unofficial Transcripts. Briefly document your recommendations including any conditions of this appeal such as a follow-up appointment etc.

Fall 20___ Spring 20___ Summer 20_____

Courses you have been advised to register for if this appeal is granted;

Student Signature _____ Date _____

Advisor Signature _____ Date _____

Financial Aid Final Decision (office use only)