



Financial Aid, Veterans & Scholarship Services
2021-2022 Appeal to the Director

For Office Use Only

Deadlines:

Fall 2021 - December 17, 2021

Spring 2022 - May 20, 2022

Summer 2022 - July 1, 2022

Appeal eligibility will not be retroactive to prior terms

According to our records you are not eligible for Federal Financial Aid based the 2021-2022 Satisfactory Academic Progress Policy. You either have had multiple disqualifications or had a previous appeal denied so you may only submit an appeal to the Director for reinstatement of your federal financial aid eligibility. **If your appeal is approved, your eligibility is reinstated as of the current semester and is not retroactive to prior semesters.**

You should complete the Appeal to the Director form if you have additional statements and/or supporting documents for an extenuating circumstances (*see list below*) during a term(s) that negatively affected your academic progress.

- Severe illness or injury,
- Death of immediate family member or
- Other unforeseen extenuating circumstances.
- Recent disability or job layoff that requires retraining or further education to a different career;

Appeals should be prepared thoughtfully and MUST include documentation that supports your extenuating circumstance(s). Keep a copy of all documents you submit for your records.

If have one of the extenuating circumstances above, you must provide specific explanations and documentation.

Documentation may include a copy of a death certificate, doctors or other medical letters or summaries; insurance statements; eviction notice, court documents, course syllabus, letters or emails to or from instructors, etc.

The appeal review will include your explanation and supporting documents, academic history, current enrollment status, college catalog requirement and any other information on file. Once a decision is made on an appeal, a correction/change in official major and/or Ed plan will not be considered for the semester the appeal was reviewed.

Do Not Submit this Instruction Sheet



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Student Name (Last, First, Middle Initial)

Palomar I.D.#

Major Appealing for: _____

Major matches record _____
Staff initials

Instructions

- Complete this form to appeal a Satisfactory Academic Progress decision or have had multiple disqualifications
- Attach documentation of your extenuating circumstance(s)
- You must meet with an academic counselor to complete an Educational Plan to include as part of your appeal to the Director. Contact the counseling department to schedule an appointment at (760) 891-7511 or email counselingdepartment@palomar.edu for assistance. Appeals received without appropriate documentation may be delayed or denied.
- Submit the completed and signed form to the Financial Aid Office

I have been informed by the Financial Aid & Scholarships Office that my Satisfactory Academic Progress Appeal has been denied, or I have prior disqualifications. I am submitting this appeal for the Director to reconsider the decision.

I have been denied financial aid as a result of one or more of the following situations:

Did not make Satisfactory Academic Progress

Pace is less than 67%

Cumulative GPA is below 2.0

Units:

Attempted more than 150% of my declared major

OR

Not able to complete your declared program by the 150% unit limit

Other: _____

Please consider my appeal based on one of these extenuating circumstances:

- Recent disability or job layoff that requires retraining or further education to a different career major.
- Severe illness or injury, death of immediate family member or other unforeseen extenuating circumstances.

Provide explanations how you meet one of the reasons above and provide supporting documents:

Student's Signature

Date