



2011-2012
Financial Aid Department
570 Golden Eagle Avenue
Quincy, CA 95971
FAX (530) 283-4659
Satisfactory Academic Progress Appeal
Maximum Time Frame

**REQUEST FOR REVIEW OF SATISFACTORY ACADEMIC
PROGRESS DUE TO MAXIMUM TIME FRAME.**

Name: _____
Last First Middle

Student ID: _____ Phone Number: _____

Mailing Address: _____
Street City State Zip Code

Your Feather River College academic record indicates your financial aid eligibility has been terminated because you have exceeded the unit limit for your program of study (maximum time frame) without yet earning your degree or certificate.

If your FRC academic record does not meet the FRC financial aid satisfactory academic progress requirements due to a **documentable, extenuating circumstance**, you may submit a written appeal. Phone and in-person appeals will not be accepted.

Below are guidelines specifying what to include in your Maximum Time Frame appeal in addition to this form:

- A written statement explaining:
 - The documentable, extenuating circumstance that prevented you from earning your degree or certificate within the unit limit for your program of study.
 - How circumstances have changed to allow you to complete your program?
 - Your short- and long-term educational and employment goals including any transfer plans you have.
 - How many more semesters will you take to complete your program at FRC **and to complete any necessary transfer requirements if you plan to transfer?**
- Documents to support your extenuating circumstance.
- A current Degree Audit and an updated Education Plan outlining specifically which classes you have left to take (*to complete your FRC degree/certificate and to meet transfer requirements*), as well as documenting how many additional semesters you will need to complete your work at FRC.
- Documentation from the school(s) you plan to transfer to showing the requirements you must satisfy in order to transfer.

Appeals will be reviewed by the Financial Aid Appeal Committee on an individual basis and a written response will be emailed and/or mailed.

I certify that all information given on the attached statement and contained in supporting documentation is true and correct to the best of my knowledge.

Student's Signature

Date