



## Appeal for Financial Aid -- Itasca CC \_\_\_\_\_

Name \_\_\_\_\_

SSN/Student # \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_

Date \_\_\_\_\_

Degree objective at ICC:

\_\_\_\_\_ Associate of Arts

\_\_\_\_\_ A.A.S. in \_\_\_\_\_

\_\_\_\_\_ Associate in Science

\_\_\_\_\_ Vocational Certificate/Diploma in \_\_\_\_\_

I am appealing to receive financial aid for \_\_\_\_\_ / \_\_\_\_\_  
(semester) (year)

**Check ONE:**

\_\_\_\_\_ I sat out the required 1-year period for enrollment and am now requesting reinstatement.

\_\_\_\_\_ I am requesting financial aid beyond 150% of the credits required for my program.

\_\_\_\_\_ I have not sat out the required one year period for enrollment but wish to appeal for financial aid and reinstatement. **My academic appeal has already been approved.**

1. Please attach a **TYPED** narrative (personal statement) **explaining in detail** the reason for your appeal and the mitigating circumstances that affected your progress.

Mitigating circumstances are situations that are out of your control and were not present at the time of initial enrollment thus affecting your academic progress (e.g. student illness, injury, death in the family, etc).

*Some unacceptable appeal reasons are poor personal decisions regarding attendance and homework or poor study habits. Be sure to describe the changes you have made to enable you to be successful and your plan to help overcome difficulties in future semesters.*

2. Attach documentation regarding your mitigating circumstances or a letter of support from a professional (e.g. doctor, social worker, counselor, instructor, etc.) who can verify your mitigating circumstances and how they affected your academic performance.
3. Attach a copy of your ICC grade transcript (available in the Records Office)
4. IF you are requesting financial aid beyond the 150% limit, attach a schedule of courses needed to complete your degree and the semester each will be taken. This must be signed by a counselor.
5. **Return this to the ICC Financial Aid Office (Room 107 Backes Student Center). You will be notified of the appeal decision within two weeks. If your appeal is approved, your next semester is probationary.**

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

OFFICE USE ONLY ACTION: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_

Signatures: \_\_\_\_\_  
Financial Aid Director

Conditions: \_\_\_\_\_