FINANCIAL AID PETITION REQUEST INFORMATION SHEET
(PLEASE READ CAREFULLY)

You are requesting special consideration by the Financial Aid Office and the Scholarship and Loan Committee to have your Financial Aid suspension reconsidered. Reasons for reconsideration may include special one-time circumstances, such as an emergency, illness, etc., that have affected your progress toward completion of your education. You must completely fill out the attached petition form; an incomplete form will not be considered. Additionally, you must show that the problem that caused your Financial Aid suspension has been resolved, and is not likely to occur again.

Federal and State guidelines are very specific in stating that a student must show constant and continued progress in completing their educational goal. Special exceptions may be granted in rare cases where circumstances, beyond a student’s control, have interrupted progress toward the educational goal. The decision by the Financial Aid Office and Committee is final and cannot be appealed. You can petition ONCE per Academic Year August – July. (For example, if you petition in August of one year, you will not be able to petition again until August of the next year).

In order for your petition to be heard, you MUST:

- Completely fill out the attached form (leave no blank lines).
- Provide documentation of your special circumstance(s) that caused your suspension and covers all bad semester(s). New Federal Rules dictate that documentation MUST be provided for all appeal considerations. Documentation is not returned, so please submit copies only.
- Turn this form in to Student Success Services or Financial Aid on Main campus or any campus site
- If approved, you will be required to follow a Financial Aid Plan that will be prepared for you by an advisor (this does not include Bright Futures recipients).

Notification: After a thorough evaluation of the petition and all supporting documentation, the Financial Aid Office will notify the student of the decision in writing. An approved petition does not guarantee a replacement of all previously awarded Financial Aid.

Confidentiality: All students are reminded that information submitted for Financial Aid petitions and any other information IRSC possesses about a student, is confidential. Information regarding this petition will only be discussed or released to that student. We reserve the right to request proof of identification.

Rev. 01/14
PETITION FOR REINSTATEMENT OF
FINANCIAL AID/SCHOLARSHIPS

Appealing for reinstatement of (check all that apply): F/Aid_____ Bright Futures_____ Scholarship (Name) ___________________________

IRSC Student ID #________________________ Semester appealing for (check one): FALL_____ SPRING_____ SUM 1_____ SUM 2_____

Student Name:________________________________________________________

Last First Middle

Address City State Zip

Program of Study: (circle one): A.A. A.S. A.A.S. Bachelors Certificate Major: ________________________________

Student Statement- DO NOT LEAVE BLANK (Attach additional sheet if necessary- no more than one page). Please explain in detail what caused you to lose your Financial Aid. You must provide documentation of any special circumstances you describe with this petition at the time it is submitted.

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Please list below, supporting documents including dates of occurrence submitted with this petition. This documentation must cover the semester(s) that caused your suspension.

1.____________________________________  3.____________________________________

2.____________________________________  4.____________________________________

Please explain how your situation has changed and/or what you have done to ensure that you will meet all Standards of Satisfactory Academic Progress (SAP) in the future – DO NOT LEAVE BLANK.

________________________________________________________________________

________________________________________________________________________

I understand that if this petition is approved, I must maintain eligibility by following the Financial Aid Plan that will be developed for me in order to continue receiving Financial Aid for more than one semester.

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FOR OFFICE USE ONLY

[ ] Approved  [ ] Denied  [ ] Pending

Comments____________________

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