SCHOLARSHIP & LOAN COMMITTEE PETITION REQUEST
INFORMATION SHEET

You have requested special consideration by the Scholarship and Loan committee to have your Financial Aid suspension reconsidered. Reasons for reconsideration may include special one-time circumstances that have affected your progress toward completion of your education. You should provide the information requested below, as well as a statement regarding your circumstances. Also include supporting documentation regarding the circumstances. Additionally, you will need to provide documentation to show that the problem that caused your Financial Aid suspension has been resolved, and is not likely to recur. 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.

Please include the following in your petition request:

1) Name, address, IRSC student I.D., and telephone number.

2) Expected graduation date.

3) Major and type of degree you are pursuing.

4) What mitigating circumstances led you to petition the committee?

5) Appropriate documentation of any mitigating circumstances, which prevented you from achieving Satisfactory Academic Progress.

   **Note:** If you are providing documentation, it must be attached to the petition when you turn it in.

6) Measures taken to ensure meeting SAP (Satisfactory Academic Progress) in the future.

**Notification:** After a thorough evaluation of the petition and all supporting documentation, the Scholarship and Loan Committee will notify the student of their decision in writing.

**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. 05/09
PETITION FOR REINSTATEMENT OF
FINANCIAL AID/SCHOLARSHIPS

SECTION 1 – To be completed by the student:

Term You Are Appealing for

Student Name ____________________________________________

Last

First

Middle

IRSC Student ID Number_________________________________

Phone Number __________________________________________

Address ____________________________________________

City

State

Zip

Program: (circle one): AA AS AAS Certificate Bachelors Degree in ________________

Major_________________________ Anticipated Date of Graduation ____________

Have you previously filed a petition for reinstatement of Financial Aid? ______Yes ______No

Student Statement (Please outline reasons for request. You must provide documentation of any mitigating circumstances you describe (with this petition at the time its turned in), i.e., medical statements, accident reports, etc.):

__________________________________________________________________________

__________________________________________________________________________

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Please outline specific measures you have taken to ensure that you will meet all Standards of Satisfactory Academic Progress (SAP) in the future:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

I am attaching documentation to support this petition for reinstatement? ______Yes ______ No

___________________________________________ _______________________

Student Signature Date