

North Central Texas College Office of Financial Aid

FINANCIAL AID SUSPENSION APPEAL

Name: (Last, First) _____ Student ID: _____

Phone: _____ E-Mail Address: _____

Read and initial next to each statement and fill in any blanks:

_____ I understand that submitting this form does not guarantee that my aid will be reinstated for a prior semester.

_____ I understand my appeal must be based on one hardship reasons indicated on this form and documentation must be provided.

_____ I understand the Appeal Committee will review my whole academic history.

_____ I understand if the appeal is approved, I must fulfill all conditions of the appeal.

* _____ I understand that if I don't fulfill all conditions of the appeal, I will not be able to receive aid until I meet Satisfactory Academic Progress.

_____ I understand if my appeal is denied, the decision is final.

What NCTC degree/certificate are you currently pursuing? *(please circle one)*

Degrees:

Associate of Arts in Criminal Justice – CJAA
General Studies-Associate of Science – GENS
General Studies-Associate of Arts – GENA
AAT 4th-8th Generalist – EDUA
AAT Secondary – EDSD
AAT EC-6th Generalist – TECA
Associate Degree Nursing – NURS
 ADN or BSN pathway (circle one)
Associate Degree Nursing LVN Bridge – NURB
 ADN or BSN pathway (circle one)
Business Management – BMGT
Computer Information Systems & Tech – CMIT
Cyber Security Degree – CYBE
Database Management Degree – DBMA
Drafting Technology – DRFT
EMT/Paramedicine – PARA
Equine Business Management – EQMG
Equine Science – EQUI
Farm & Ranch Management – FRMT
Fire Science – FIRS
Gaming Application Programming – GAME
Heating Ventilation & A/C Degree – HVAA
Industrial Mechanics - MECH
Law Enforcement – CJSA
Machining Technology Degree - MACH
Office Systems Technology Degree – OSTA
Petroleum Technology Degree – OGPT
Radiological Technology – RADR
Surgical Technology – SURG
Welding Degree - WELD

Certificates:

Advanced Drafting Certificate – DRFC
Agriculture Management Certificate – AGMC
Business Management Certificate – BUSC
Breeding Farm Management Certificate – EQBC
Certificate in Law Enforcement – CJSC
CISCO Certificate – CISC
Computer Information Systems & Tech – CITC
Computer Network System Certificate – CNSC
Cosmetology – CSMC
Cyber Security Certificate – CYBC
Database Management Certificate – DBMC
EMT/Paramedicine Certificate – EMTC
Esthetician/Skincare Specialist – ESTC
Fire Science Certificate – FIRC
Game Design - GAMC
Heating Ventilation & A/C Certificate - HVAC
Horse Management Certificate – EQHC
Horticulture Certificate - HORC
Industrial Mechanics Certificate - MECC
Machining Technology Certificate - MACC
Nursing – LVNC
Office Systems Technology Certificate – OSTC
Petroleum Technology Certificate - OGPC
Surgical Technology Certificate – SURC
Vocational Web Design Certificate – WEBC
Welding Certificate - WLDC

When do you anticipate graduating from the program listed above? _____

Attach this form with your typed appeal letter. Handwritten letters will not be accepted.

Are you currently enrolled in classes?

If yes, which semester(s) are you enrolled? _____

If no, which semester(s) do you plan to enroll? _____

Have you earned a degree/certificate? YES NO Do you have a Bachelor's Degree? YES NO

Satisfactory Academic Progress Requirements:

1. Maintaining a current and cumulative GPA of 2.0
2. Maintaining a minimum cumulative completion rate of 67%
3. Over hours – attempted more than 90 hours for a 2-year degree and 60 hours for a 1-year certificate, must include a copy of your degree plan

The Financial Aid Appeal Committee will only review **typed** appeal letters.

Your letter must include:

- What steps have you taken to ensure successful completion of your program at NCTC?
- Explain why Financial Aid is critical to your college success.
- The reason for this appeal is that

According to federal regulations, if you do not fall under one or more of the following hardships below, you are not eligible for an appeal, unless your appeal is for over hours only. You must provide documentation as indicated, or the appeal without documentation will not be reviewed.

- **Medical reasons:** Write a statement explaining the illness or injury, when it occurred and the duration of the illness. Provides doctor's statement citing the illness or injury and releasing you to return to school.
- **Death of parent, spouse, child, sibling, or direct family member:** Write a statement explaining the individual's relationship to you and their date of death. Provide a copy of the death certificate, obituary, or letter from a third party professional (lawyer, minister, doctor, etc.)
- **Other special circumstances:** For legal issues, such as divorce or child custody/support issues (but excluding incarceration) include date. Documents resulting from your court appearance; signed judicial orders showing dates in question. For other special circumstances, attach appropriate supporting documentation.

I understand that appeal decisions are made on a case-by-case basis. I understand the submission of this form does not constitute an approval of my appeal. By signing below I am certifying that I have read the information given in the "Satisfactory Academic Progress Appeal Form" and North Central Texas College Academic Requirements for receiving financial aid. I understand the conditions required in order for my financial aid appeal to be granted. I understand that I should arrange alternate financing in case my appeal is not approved or my financial aid is not awarded on time. I hereby certify that all the information contained in my statement, SAP Appeal form and documentation is true and complete to the best of my knowledge.

Signature: **(electronic signatures are NOT accepted)**

Date

FINANCIAL AID OFFICE USE ONLY		
Date Approved:	Date Denied:	
<input type="checkbox"/> Probation <input type="checkbox"/> Academic Plan	Academic Major:	
POISE UPDATED <input type="checkbox"/>	DATE LETTER SENT:	FA OFFICER: