



PLEASE READ: The Financial Aid Office will not review incomplete appeals. You must complete all steps of the appeal form. Please carefully read the directions for each step. MGCCC Financial Aid will not consider incomplete appeal forms or appeals submitted without documentation of extenuating circumstances. You will be notified of the approval or denial of your appeal via your MGCCC email account and Web Services. The College's Satisfactory Academic Progress (SAP) Policy can be found online at mgccc.edu and in MGCCC catalog also available online. If you need assistance completing this form, please contact the Enrollment Services Center on the campus convenient to you.

Student's Name _____	Student's GCID (M#) _____
Student Email _____	Student Phone Number _____
Semester of Appeal <input type="checkbox"/> Fall 2023 <input type="checkbox"/> Spring 2024 <input type="checkbox"/> Summer 2024	

1. **DISCUSS EXTENUATING CIRCUMSTANCES:** Please discuss the specific extenuating circumstances that prohibited successful completion of credits attempted as outlined by MGCCC's SAP policy. **Documentation MUST be dated to show a relationship to the event described and semester(s).** Examples of extenuating circumstances include, but are not limited to, serious injury and/or illness, accident, death of an immediate family member, divorce, incarceration, loss of transportation, and military service. Examples of circumstances that are not considered extenuating include, but are not limited to, "I need six hours to graduate" and "I did not try." **MGCCC FINANCIAL AID WILL NOT REVIEW APPEALS THAT FAIL TO DISCUSS EXTENUATING CIRCUMSTANCES.** (Attach additional pages if necessary)

[illegible]

- [illegible]

- If you would like your developmental studies courses excluded, please check here ☐.

I (the student) certify that all of the information on this form and included as documentation is true and complete to the best of my knowledge. I understand that if I purposely give false or misleading information as part of this request that I may lose my financial aid and be subject to a \$20,000 fine, a prison sentence, or both.

Date _____

Attempted Hours: _____	Completed Hours: _____	Completion %: _____	GPA: _____
Approved _____	Denied _____		
Comments _____			

