

Enrollment and Student Financial Services

Financial Aid

Phone: (541) 463-3100

Fax: (541) 463-3983 * Email: asklane@lanecc.edu

4000 East 30th Avenue * Eugene, OR 97405-0640



APPEAL TO REINSTATE FINANCIAL AID ELIGIBILITY

Name

L#

Mailing Address

Telephone #

City

State

Zip Code

Email

Please complete this form and return to Lane Community College by mail Attn: Financial Aid, by fax to (541) 463-3983, or place in the drop box located in the lobby of Building 1.

You will be mailed a written response within 2 to 8 weeks, or you may verify your *Financial Aid Academic Progress* status by checking your ExpressLane account. If your status is:

- **FA Suspension** – your appeal has not been reviewed.
- **Appeal Pending** – additional information is needed before your appeal can be processed.
- **Appeal Denied** – refer to your written response for specific information.
- **Appeal Approved on Probation** – your FA Suspension is resolved. You are eligible for aid.

I did not meet Satisfactory Academic Progress (SAP) requirements during _____ term and year.

I request that my financial aid eligibility be reinstated for _____ (note: you cannot be reinstated for a previous term). term and year

Choose one statement that best describes the basis for your appeal.

I had a grade change processed, and it shows on my transcript. Please recalculate my status.

I made up credits that are required for my program using my own financial resources.

I am taking steps to ensure my future academic success.

Examples may include enrolling in a course designed to address your specific academic barriers, receiving tutoring services, utilizing other campus or community resources (if those resources adequately address the circumstances that prevented you from meeting SAP requirements), etc.

I had extenuating circumstances that prevented me from meeting SAP requirements.

Attach documentation that supports your circumstances. The documentation must be relevant to the term you did not meet SAP. For most health care issues, you will need to provide a release to return to school from your health care provider. Examples of documentation are statements from health care providers, counselors, and/or social workers, police reports, obituaries, or court reports. In most cases, notes from family members or friends are not considered adequate documentation.

Explain the circumstances that prevented you from meeting SAP requirements.

If applicable, describe the steps you are taking to ensure your future academic success.

Signature

Date