



COPPER MOUNTAIN COLLEGE

Financial Aid Appeal Form

The following procedure is the process necessary to appeal your **DENIAL OR TERMINATION** of financial aid based on failure to meet the requirements of the Satisfactory Academic Progress policy (SAP). Your appeal must be based on **SEVERE CIRCUMSTANCES** beyond your control.

IMPORTANT:

- You must submit **SUPPORTING DOCUMENTATION** for the circumstances outlined in your explanation. An example of supporting documentation could include, but not limited to, court or police reports, hospital release forms, accident reports or death certificates.
- Before proceeding with your appeal, carefully read the Satisfactory Academic Progress (SAP) policy located on the CMC website at www.cmccd.edu under Student - Student Services - Financial Aid – Student Information. You must first understand why you have been denied before you can adequately prepare your appeal.
- Allow three to four weeks for processing of this appeal.
- You may be asked to submit additional information to support your appeal.
- It is strongly advised that you meet with an academic counselor if you have not done so. A counselor can assist you in creating an educational plan or completing an evaluation of credit for your course of study.

Student Section

Name	Student ID #
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Mailing Address	City	State	Zip Code
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Home Phone #	Work Phone#	Cell/Pager Phone
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Please submit a typed or legible written detailed explanation answering the following 4 questions:

1. What circumstances beyond your control, prevented you from successfully meeting the requirements of the Satisfactory Academic Progress policy (SAP)? Your explanation should be very specific, including dates that coincide with semesters that you failed to meet the requirements of the SAP. Provide supporting documentation as explained above.
2. What adjustments have you made that will help to resolve the issues listed above?
3. What are your educational goals and future career goals?
4. Have you met with an academic counselor? If so, what actions were advised to successfully complete your course of study? If you were given an educational plan or evaluation of credit, please attach a copy with your appeal.