



GPA/COMPLETION RATE APPEAL FORM

Completion Rate/Pace: _____ GPA: _____

*Note: These totals can be found on your MyCMC Portal/Financial Aid Self-Service

❖ **READ below before completing:**

- This is your only opportunity to appeal the denial of your financial aid and the decision is final.
- 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.
- Carefully read the Satisfactory Academic Progress (SAP) policy before proceeding with your appeal.
 - You must first understand why you have been denied before you can adequately prepare your appeal.
- Allow seven days for the financial aid office to process this appeal.

Student Section

Name

Student ID

Initial next to each section when complete:

Submit a typed & detailed explanation answering the following 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 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?

I understand CMC's SAP Policy

I have provided supporting documentation for my statement

I have provided a copy of my CURRENT Student Education Plan (SEP)

- Don't have one? Call 760-366-5201 EXT 5961 to schedule an appointment with a counselor

STAFF ONLY/Incomplete if missing one.
___ Statement
___ Initials
___ Supporting Documentation
___ SEP