

**FINANCIAL AID ACADEMIC
PROGRESS APPEAL PETITION**



Student ID:	Last Name:	First:
Address:		
Phone:	Edison email:	

Understanding your tuition payment:

- If your appeal is submitted 5 days prior to the beginning of classes, you will need to pay your tuition or enroll in Edison’s Tuition Installment Plan (TIP).
- If your appeal is denied, you will have until the last day of add/drop to pay your tuition or you will be dropped from **ALL** your classes.
- Due to the large volume of appeals submitted, it may take several weeks for all appeals to be reviewed. Once a decision has been made regarding your appeal a message will be posted through your Edison portal under “Your Overall Status of Financial Aid”.

The purpose of the Appeal Petition is to explain the extenuating circumstances encountered during the academic year. The outcome of your appeal will depend upon the nature of the circumstances, the quality of the documentation provided, and how well you have displayed the ability to progress towards degree completion within a reasonable time limit. If further information or clarification of your situation is required, the Office of Student Financial Aid will request additional information or documentation via your Edison email account. All documentation submitted is confidential. The complete policy for standards of academic progress is published in the college catalog and online at www.edison.edu.

APPEAL REQUIREMENTS

- **Below 2.0 GPA or less than 67% completion rate:** Provide written statement as to the circumstances which you believe caused you to withdraw or caused your GPA to drop below the required 2.0 average. Please make sure to address all academic terms (Fall, Spring, Summer) where you experienced academic problems or withdrawals. Include what actions you took to make an effort to meet your responsibilities and how your circumstances have improved. You must also provide documentation of the circumstances you describe. (For example: copies of medical bills, letter from doctor, police report) Be advised the Office of Financial Aid will not contact references on your behalf.
- **Attempted more than 150% of the credit hours required for your degree or have prior degrees:** The Federal government limits the amount of financial aid a student can receive at each institution, including transfer credits from other schools. Provide written statement why you are taking additional classes and your expected educational objective at Edison State College.

