



2023-2024 Unusual Enrollment Appeal Form

Student's Name

Student ID Number

Your 2023-2024 Free Application for Federal Student Aid (FAFSA) indicates that you have “unusual enrollment history”. Unusual Enrollment History is defined as receiving federal financial aid funds at multiple educational institutions (colleges, universities, technical/ trade schools) in a four year period (2019-2020, 2020-2021, 2021-2022 and 2022-2023). You can review your financial aid history online at <https://studentaid.gov/> and select “Financial Aid Review.” Due to your unusual enrollment history, we are required to review your enrollment history as part of this appeal process to determine if you may continue to receive financial aid. Your application for financial aid cannot be reviewed until you submit this completed form and required documentation. Failure to complete the entire form and provide all necessary documentation may result in the denial of your financial aid. If you are denied you will not be eligible for federal student aid, however you will be provided with information on how you may regain eligibility for federal aid. To be considered for financial aid, please complete the steps below and return this form to the Office of Student Financial Aid.

STEP 1: Submit an official academic transcript to Augusta University Office of Academic Admission for all institutions you attended during 2020, 2021, 2022 and 2023. Please allow 6 – 8 weeks for the transcript evaluation process. Or you may submit an unofficial copy of your academic transcripts to the Student Financial Aid Office.

STEP 2: Submit, along with this form, a **typed statement** explaining in detail the reason or reasons for your failure to earn academic credit at that institution while receiving Federal Pell grant and/or Direct Loan funds during the time that you were enrolled at that school. Please refer to a situation that occurred during those academic terms in which you failed to earn credit. Within your statement, please include the name of the school and academic period in question. **Attach any third party documentation to support your claim.**

Acceptable Reasons for appeal:

- Personal injury or illness (must have occurred during semester(s) of academic difficulty)—Requires doctor’s statement, hospital records, or accident/police report.
- Death or serious illness of an immediate family member (parents, grandparents, children, spouse, sibling)—Requires doctor’s statement, hospital records or a death certificate/obituary notice.
- Employment changes—Requires documents to show loss of job or other changes in employment.
- Divorce or separation in the student’s immediate family—Requires divorce/separation documents or letter from attorney.
- Poor judgment or immaturity (may only be used as an excuse for 1 institution).
- Other—Requires supporting documentation.

Items to submit:

- Completed Unusual Enrollment History Appeal Form
- Letter explaining circumstance for appeal
- Documentation of extenuating circumstance (appeals with no documentation will be denied).

Student Certification: *I hereby certify that all information provided on this form is true, complete, and correct to the best of my knowledge. I understand it is a federal crime to purposefully give false or misleading information, and may be subject to a fine, imprisonment, or both.*

Student’s Signature: _____ Date: _____

FOR FINANCIAL AID OFFICE USE ONLY: APPROVED DENIED

COMMENTS: _____

FA Signature: _____ Date: _____