



Maximum Timeframe Suspension Appeal Form

Student Name:	SSN or ID:
Phone Number:	Date of Birth:

Students who have attempted 96 credit hours or more are placed on Maximum Timeframe (MT) Suspension, as stated in the Financial Aid Satisfactory Academic Progress (SAP) Policy. You are given the opportunity to appeal your MT Suspension if you feel there were extenuating circumstances that caused you to exceed the maximum number of credit hours allowed to complete your degree. Your appeal will be reviewed by a committee. The notification of the committee’s decision will be communicated through your CASC email account.

Please complete the following:

Academic Information		
	Check Mark Your Answer	
I have previously earned the following academic credentials from CASC or other colleges, universities, technical, or trade schools. (check all that apply)	<input type="checkbox"/> Certificate	<input type="checkbox"/> Bachelor’s Degree
	<input type="checkbox"/> Associate’s Degree	<input type="checkbox"/> Master’s Degree
	<input type="checkbox"/> None	
I have turned in <i>all</i> previous college transcripts to the Admissions Office. (if applicable)	<input type="checkbox"/> Y	<input type="checkbox"/> N
I am meeting the GPA requirement of the SAP Policy. (0-30hrs: 1.7 or 30+hrs: 2.0)	<input type="checkbox"/> Y	<input type="checkbox"/> N
I am meeting the Pace requirement of the SAP Policy. (67% of all attempted hours)	<input type="checkbox"/> Y	<input type="checkbox"/> N

To be considered for an appeal, you must:

- Attach a signed and dated statement explaining the circumstances you believe played a role in causing you to exceed the maximum number of hours.
 - If you changed your major or are pursuing an additional degree, explain why.
- Fill out the top portion of the Degree Evaluation for Financial Aid Suspension Appeal form and either turn it into the Admissions Office or the Financial Aid Office.

I understand that, should this appeal be granted, I will only receive aid for the classes needed to complete my degree (listed on degree evaluation). I understand that the committee’s decision is final.

My signature certifies that everything I have stated is true to the best of my knowledge. Should the committee find anything provided in support of my appeal to be inaccurate, I understand that my appeal will be denied.

Student’s Signature

Date

Degree Evaluation for Financial Aid Suspension Appeal

Student Name: _____ Date: _____

Student ID or SSN: _____

Degree Sought: _____ Major: _____

Expected Date of Graduation: _____

The student must also submit the **Suspension Appeal form (SAP or MT) with the supporting statement** before the appeal will be considered complete. Official transcripts for previous hours from another college or university must be submitted to the CASC Admissions Office and have hours transferred to the CASC academic transcript before the degree evaluation will be considered complete. It is the student's responsibility to see that the other hours have been added to the CASC transcript.

THE REMAINDER OF THIS FORM IS TO BE COMPLETED BY THE ADMISSIONS OFFICE.

The Admissions Office has reviewed the student's transcript records and determined that only the courses listed below are needed to complete the requested degree. Consequently, **financial aid will only be awarded for courses listed below.**

COURSE	TERM ENROLLED	TERM COMPLETED

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Comments:

Admissions Signature: _____ Date: _____