

Petition for Financial Aid Reinstatement

Financial Aid Office

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Verde Valley Campus • 601 Black Hills Drive • Clarkdale, Arizona 86324 • (928)634-6502
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Student Name	_____	Social Security Number	_____
	Last First MI		
Address	_____		
	Street Apt. City State Zip		
Phone (_____)	_____	Reinstatement for: Semester	_____ Year _____

Purpose: This form is provided for you to explain the circumstances that prevented you from meeting the standards of satisfactory academic progress. The Satisfactory Academic Progress Policy requires you to complete the number of credit hours specified for your enrollment status while maintaining a minimum 2.0 cumulative grade point average.

Instructions: On the reverse side or on a separate sheet of paper, please give detailed answers to the following questions.

- 1) What circumstances prevented you from maintaining satisfactory academic progress during the last semester you received financial aid at Yavapai College?
- 2) Why do you feel your financial aid eligibility should be reinstated?
- 3) How do you plan to succeed academically during the next semester you attend and receive financial aid at Yavapai College?

You must also attach documentation to support your claim. See below for specific documentation requirements. You may submit any other documents you feel may support your case. However, other records may be requested depending on your situation. Please note that a review of your petition does not guarantee reinstatement of your aid eligibility. If you need help, we recommend that you meet with your financial aid advisor to assist you with this process.

Please check **one** of the following circumstances that best fits your situation.

<input checked="" type="checkbox"/>	Circumstance	Required Documents <i>(Additional documentation may be requested)</i>
	Extenuating medical condition or disability	<ul style="list-style-type: none"> ➤ Copies of medical bills ➤ Doctor's statement explaining the circumstances that prevented you from maintaining satisfactory academic progress ➤ Doctor's medical release for return to school ➤ Other applicable documentation that supports your case
	Family obligations such as loss of child care, severe illness, injury, or death of a family member, etc.	<ul style="list-style-type: none"> ➤ Statement(s) from family member(s), family counselor, case manager, child care provider, clergy, etc. explaining the circumstances that prevented you from maintaining satisfactory academic progress ➤ Copy of death certificate or funeral announcement, if applicable ➤ Other applicable documentation that supports your case
	Extenuating personal circumstances such as depression, marital problems, difficulty adjusting to college, etc.	<ul style="list-style-type: none"> ➤ Statement(s) from personal counselor, therapist, clergy, academic advisor, instructor, or other professional explaining circumstances ➤ Personal counselor or therapist's release for return to school, if applicable ➤ Copies of separation or divorce papers ➤ Other applicable documentation that supports your case
	Maximum Allowable Financial Aid Eligibility Met	<ul style="list-style-type: none"> ➤ Letter of appeal ➤ Any other applicable documentation that supports your case
	Other (please state here)	<ul style="list-style-type: none"> ➤ Any documents which may be applicable to your case ➤ See your financial aid advisor to discuss documentation requirements

For Financial Aid Office Use Only:

<input type="radio"/> Approved 100%	<input type="radio"/> Denied	FAO Initials: _____	Date: _____
FAO Comments:			



