

**Southwestern Illinois College**  
**Office of Financial Aid, Veteran Services and Student Employment**

Information Sciences Building • Room 1035  
2500 Carlyle Avenue • Belleville, IL 62221-5899  
618-235-2700, ext. 5288 • Fax 618-235-3827 • fin\_aid@swic.edu

**FINANCIAL AID SUSPENSION APPEAL COVERSHEET**

**2<sup>nd</sup> TIME APPEAL**

Date \_\_\_\_\_ Semester \_\_\_\_\_ Year \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ SWIC ID \_\_\_\_\_

Program of Study \_\_\_\_\_ (must match program listed on Advisement Report)

Original appeal was granted: (semester) \_\_\_\_\_ (year) \_\_\_\_\_

To appeal the suspension of your financial aid, you must submit proof of an extenuating circumstance which interfered with the successful completion of your program of study. Extenuating circumstances that may be considered include personal illness or accident, death within your immediate family, separation/divorce or other circumstances that were beyond your reasonable control. Reasons such as financial hardship or instructor issues will not be accepted.

**REQUIREMENTS FOR ALL APPEAL SUBMISSIONS**

Complete the following items and submit all required documents to the Financial Aid Office for review.

FAFSA has been completed and received by Financial Aid Office

Complete all required verification documentation and/or To Do's on your Student Center

(Academic Advising Department) Financial Aid Suspension Appeal Form

(Academic Advising Department) Student Advisement Report

Personal Statement and Explanation (use the following page to explain circumstances, resolution, and educational goals- please type)

Documentation (No Exceptions. Your appeal will not be accepted without documentation)

If Maximum Timeframe, official transcripts from all schools attended per NSLDS must be submitted and evaluated through Enrollment Services before your appeal will be reviewed.

I have reviewed and understand all terms associated with the financial aid suspension appeal process. I understand that there is no guarantee that my appeal will be granted and that I am financially responsible for all tuition, fees, and books throughout the appeal process. The appeal review process will take a minimum 1-2 weeks. Notification of the outcome will be sent to your SWIC student email. No 3<sup>rd</sup> time appeals will be accepted.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date



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**FINANCIAL AID SUSPENSION APPEAL COVERSHEET**

**2<sup>nd</sup> TIME APPEAL TERMS AND CONDITIONS**

The Financial Aid Suspension Appeal you are submitting will be evaluated by the SAP Appeal Committee. You will be notified by e-mail once a decision has been made.

**If your second appeal is granted**, you are designated as a PLAN student which signifies your agreement to follow your academic plan according to your appeal. A PLAN status lasts until you complete your program(s) of study. **Changing your program will cause loss of PLAN status**, and you will lose your financial aid eligibility. You will be reviewed at the end of every semester to ensure you are meeting all of the following requirements to maintain your PLAN status into the next semester:

- You continue to pursue your program(s) of study.
- You only enroll in and complete classes required for your program(s) of study.
- You maintain a minimum semester GPA of at least a 2.0.
- You maintain a minimum semester completion rate of at least a 67%.
- You do not exceed the maximum timeframe allowed for your primary program of study.

**PLEASE NOTE: Failing any of the requirements listed above for the second time will return you to a financial aid suspension status and you will no longer be eligible for financial aid at SWIC.**

**If your appeal is denied**, you are no longer eligible for financial aid at SWIC and you will remain on financial aid suspension. The Committee's decision is final and you cannot appeal this decision.

A suspension appeal may be denied for one of the following reasons:

- Insufficient academic improvement at SWIC
- Citing the same or similar obstacles on more than one appeal
- Failure to document extenuating circumstances
- Lack of effort on the appeal
- Other reasons as decided by the appeal committee

Financial options after a denied second appeal include:

- Paying for classes out of pocket - Payment plans are available through the Business Office
- Alternative Loans through a Private Lender
- Scholarships

By signing below you are acknowledging that you have reviewed and understand all terms associated with the financial aid suspension appeal process.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

FOR OFFICE USE ONLY: Copy provided to student by: \_\_\_\_\_ Date: \_\_\_\_\_