

# Unusual Enrollment History Appeal

**Student Information: (Please print using black or blue ink)**

The Department of Education has selected your file for closer review due to a pattern of unusual enrollment history (UEH) at colleges and universities attended. It will be necessary to submit this form along with supporting documentation before eligibility is determined.

LAST NAME	FIRST NAME	STUDENT ID
STREET ADDRESS	APT/SUITE	DATE OF BIRTH
CITY	STATE ZIP CODE	DAY PHONE

**Colleges or Universities Attended:**

Use this appeal process to explain your academic journey that brought you to consider DCCC. While the primary focus is on academic achievement we understand there may have been reasons to change schools. If there were extenuating circumstances that contributed to a lack of academic progress this is also an opportunity to explain. All students must follow the instructions listed below (incomplete appeals will not be considered).

1. Access the National Student Loan Data System (NSLDS) at [www.nslds.ed.gov](http://www.nslds.ed.gov) to assist with the review of your financial aid history using the FSA ID.
2. List all institutions attended chronologically where federal student aid was received during the four year review period including dates of attendance (2013-14, 2014-15, 2015-16, and 2016-17).
3. Provide official academic transcripts from each of the institutions listed below.
4. Explain the circumstances including dates that correspond with your discontinued enrollment at each school on the next page.

Name of College or University	Academic Review Period	Dates Attended (MM/YY – MM/YY)	Academic Credit Earned	Date Transcript Requested
“Our State University” (EXAMPLE)	2013-14	8/13 – 12/13	YES	MM/17
1.				
2.				
3.				
4.				
5.				

- The Financial Aid Office will provide notification to your College email account with the result of our review.
- The appeal may take up to 30 days once all transcripts have been received.
- The student remains responsible for all costs at DCCC until the review is completed.
- Granted appeals are subject to institutional satisfactory academic progress (SAP) standards and will be effective for the current/upcoming term and are NOT retroactive.
- Denied appeals result with terminated aid and no further federal student aid (including student loans) will be available for enrollment. Students are referred to the full SAP policy (available online) for conditions of Reinstatement of Financial Aid.

**Certification & Signature:**

I certify by signing this worksheet that all information provided is true and complete to the best of your knowledge and you agree, if asked, to provide information that will verify the accuracy of your completed worksheet. If you purposely give false or misleading information, you may be fined up to \$20,000, sent to prison, or both.

Student \_\_\_\_\_

Davidson Campus  
297 DCCC Road  
Thomasville, NC 27360  
336.249.8186 (Office)  
336.224.0240 (Fax)

Mailing Address  
P.O. Box 1287  
Lexington, NC 27293

**FA17UEH**  
RWA

Date \_\_\_\_\_

Davie Campus  
1205 Salisbury Road  
Mocksville, NC 27028  
(Office) 336.751.2885  
(Fax) 336.751.6192



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The ability to provide our office with an explanation of prior experiences is not only in your best interest but is also a required part of this appeal process. We are interested in these personal circumstances, which is why we request your contribution of each institution attended separately.

What were the extenuating circumstances leading to discontinued enrollment at the **FIRST** institution listed?

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What were the extenuating circumstances leading to discontinued enrollment at the **SECOND** institution listed?

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What were the extenuating circumstances leading to discontinued enrollment at the **THIRD** institution listed (as applicable)?

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What were the extenuating circumstances leading to discontinued enrollment at the **FOURTH** institution listed (as applicable)?

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What have you learned from previous experiences and why have you decided to attend DCCC as opposed to completing what you started at another institution?

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