

Financial Assistance Appeal – SUMMER 2020

Academic Year 2019-2020

INSTRUCTIONS: You may use this form to appeal the suspension of your financial aid. You must complete all sections, initial, sign and submit this form to our office. **Missing documentation and incomplete appeal forms will be denied – all documentation must be included at the time you submit your appeal.**

All information is confidential. It is important for you to know that:

- Appeals must be submitted by the final deadlines stated below. Please refer to the Appeals Review Schedule below to determine when you will be notified of the committee’s decision.
- You will be notified by student email of the committee’s decision. If approved, you will be asked to acknowledge and agree to the terms of your appeal.
- If you choose to remain enrolled and attend class while your appeal is pending, you are responsible for all university charges if the appeal is denied.
- Decisions of the appeal committee are considered FINAL. If your appeal is denied, you may either try to appeal for a future term or achieve Satisfactory Academic Progress (SAP) standards in order to regain financial aid eligibility.

CHECKLIST:

Complete section A – Student Information

Complete section B – Explanation and Documentation of Circumstances (*EXPLANATION AND DOCUMENTATION SHOULD ADDRESS ALL SEMESTERS IN WHICH YOU FAILED TO SUCCESSFULLY COMPLETE CLASS.*)

Complete section C – Plan for Academic Success

Complete section D – Certification and Signatures

SUMMER 2020 APPEALS REVIEW SCHEDULE:

If you submit your appeal by:	You will be notified by:
March 5th	April 3rd
March 26th	April 17th
April 9th	May 1st
April 23rd	May 15th
May 7th	May 29th
May 21st	June 12th
June 4th	June 26th
June 18th	July 10th

To receive a decision prior to the 8-week class start date, you must submit your appeal by **May 7th**.

To receive a decision prior to the 8-week drop date, you must submit your appeal by: **May 7th**.

The LAST date to submit a SUMMER appeal: **June 18th – LATE APPEALS WILL NOT BE ACCEPTED.**

A. Student Information

Student Last Name	Student First Name	Student M.I.	Student CU ID Number
Student Date of Birth	Cameron Email Address	Student Phone Number	

B. Explanation and Documentation of Circumstances

YOU MUST ATTACH A COPY OF YOUR UNOFFICIAL TRANSCRIPT AND DEGREE WORKS. Check and complete the section which best applies. Explanation and documentation should address all semesters in which you failed to successfully complete class. Missing documentation and incomplete appeal forms will be denied – all documentation must be included at the time you submit your appeal. **No hand written statements; you must attach a typed statement.**

Medical Condition: Explain the circumstances and **attach a health care provider’s written statement(s)** confirming your medical condition(s) and supporting your decision to continue your enrollment.

Birth of Your Child/Adoption: Explain the circumstances and **attach a copy of your child’s birth certificate or documents regarding the adoption.**

Death of Family Member: Explain the circumstances and your relationship to the deceased, and **attach one of the following:** death certificate, obituary, or a written statement from a pastor or funeral director.

Divorce/Seperation: Explain the circumstances and **attach supporting court documents.**

Military Service: Explain the circumstances and **attach a copy of official military orders.**

Personal Issues: Explain the circumstances and **attach a written statement from a professional third-party resource** such as a counselor, pastor, employer, professor, attorney, etc. confirming your situation and supporting your decision to continue your enrollment.

Max Hours: Explain the circumstances that have prevented you from completing your degree and caused you to acquire more attempted hours than are allotted per the SAP Policy. **Attach a signed statement from your advisor or a copy of your Degree Works** stating how many hours you have left to complete.

C. Plan for Academic Success

Describe how your situation noted in Section B has changed to allow you to achieve academic success in the future. Include any campus-based or external resources you have utilized. **No hand written statements; you must attach a typed statement.**

D. Certification and Signatures

I certify that all statements as part of this appeal are true and accurate. I understand that if documentation is not attached, considered sufficient or this appeal is not signed, it will be denied. I also understand that individual cases are reviewed by the Financial Aid Appeals Committee; petitioners will be provided with a written decision via student email which represents the final institutional determination by Cameron University. There is no further appeal.

(initial)

I understand that, regardless of the outcome of the decision provided by the Financial Aid Appeals Committee, I am solely responsible for all tuition and fees incurred for courses taken during the period in which my appeal is being considered. I also understand that I am required to pay for these courses using funding sources other than federal or state financial assistance programs should my appeal be denied. I understand that by enrolling in coursework prior to a decision from the committee that I am incurring charges for the courses in which I enroll and I am obligated for the charges should my appeal be denied.

Student Signature

Date

Submit completed form and required documents to:
Office of Financial Assistance
Cameron University – North Shepler 301
2800 West Gore Blvd
Lawton, OK 73505-6320
FAX: 580-581-2556 | EMAIL: financialaid@cameron.edu

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	Student adequately explained extenuating circumstances that occurred which prevented the student from meeting SAP standards.
	Student provided sufficient, supportive documentation that aligns with semesters that affected SAP.
	Student adequately addressed identifiable changes that will allow the student to improve their academic performance and meet SAP standards.
	Approved – Probation (must achieve cumulative SAP standards within one term)
	Approved – Academic Plan (note GPA, % of hours student must complete each term, and any additional notes)
	Denied (explain):