



Hinds Community College

Office of Financial Aid

Request to Appeal

Satisfactory Academic Progress Status

Office Use Only:

Name: _____

ID: _____

FAXXCAPP

In accordance with the HCC Satisfactory Academic Progress Policy, students may appeal an unsatisfactory financial aid status if extenuating circumstances occurred and affected the student's satisfactory progress. Students must provide all items shown in checklist below.
(Please see examples of extenuating circumstances below.)

Name: _____ Student ID# or SSN# _____

Last Name

First Name

Email Address: _____

Mailing Address: _____

City: _____ ST: _____ Zip: _____

Telephone numbers: Cell: _____ Home: _____

Program of Study: _____ Anticipated Date of Graduation: _____

When submitting the completed Request to Appeal, students must also complete **all** of the items on this checklist:

- Attach a statement which explains what has changed in your circumstances that will allow you to succeed.
- Provide documentation of extenuating circumstances. (This is a situation that was so difficult that it interrupted your life and prevented you from performing well in college.)
 - Extenuating Circumstances are not limited to, but could include:
 - Personal illness or illness/death of an immediate family member/legal guardian
 - Serious family emergency
 - Substance abuse/Legal problems/Incarceration
 - Abusive relationships/Domestic violence
 - Caregiver
 - Involuntary call to active military duty
 - Documentation is not limited to, but could include:
 - Letter from physician indicating dates of care/hospital records/rehabilitation records
 - Death certificate/obituary
 - Police/Prison records
 - Legal documents
- Complete research about the job opportunities related to this program of study.
- Meet with an academic or career/technical counselor and use the Student Planning tool on *My.Hinds* to develop a plan for completing this program of study.
- Enroll in classes which are applicable to this program of study.

By signing below, I grant the Office of Financial Aid permission to access my College records.

Student Signature

Date

*Please complete, sign and return this form along with **all** supporting documentation to the Office of Financial Aid by one of these methods: by mail to P. O. Box 1100, Raymond, MS 39154, or faxing to 601.857.3605, or scanning and emailing to finaid@hindsc.edu or delivering in person to our offices located in Jenkins Hall on the Raymond Campus. Requests to Appeal will **not** be considered until students complete all items on this checklist.*

FOR OFFICE OF FINANCIAL AID USE ONLY:

- Comments FASI SASM Student Planning CRI Spreadsheet

Hinds Community College offers equal education and employment opportunities and does not discriminate on the basis of race, color, national origin, religion, sex, age, disability or veteran status in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Debra Mays-Jackson, Vice President for the Utica and Vicksburg-Warren Campuses and Administrative Services, 34175 Hwy. 18, Utica, MS 39175, 601-885-7002.