



FINANCIAL AID APPEAL ONLY:
 Financial Aid Office
 West Campus RM 2201
 3300 Century Ave. N.
 White Bear Lake, MN 55110

FINANCIAL AID AND/OR ACADEMIC APPEAL ONLY:
 Dean of Students
 West Campus RM 1480
 3300 Century Ave. N.
 White Bear Lake, MN 55110

Academic and/or Financial Aid Suspension Appeal Form

Name _____ Student I.D. _____
Last First Middle

Address _____

City _____ State _____ Zip _____

*Phone _____ *Email _____ Term & Year Requesting Reinstatement _____

By initialing, I certify that I authorize a phone call, voicemail and/or email from Century regarding this appeal.

Check to appeal Financial Aid Suspension Due to 150% Maximum Time Frame
 Make an appointment with a counselor to develop a 150% maximum credit limit academic plan for financial aid. For appointment, call the counseling Center at 651.779.3285.

**To Appeal Academic and/or Financial Aid Suspension Due to GPA and/or Percent Completion Rate
 (Complete Steps 1-3)**

1. Check type(s) of appeal: AND Check one:
 Academic Suspension This is my first suspension
 Financial Aid Suspension I have been suspended before
 Suspension from previous college

You are appealing your suspension based on the following unusual or extenuating circumstances - **documentation is required** (check box):
 Injury/illness (medical documentation from a doctor, clinic, or hospital)
 Death in the immediate family (spouse, parent, child or sibling)
 Military call for active duty
 Other _____

Note: Lack of funds, employment issues, change in marital status, child care issues, transportation issues, lack of knowledge of college policy, failure to correctly process web registration activity, dissatisfaction with instructor and/or course, or failure to follow prerequisites or placement results are not grounds for appeals.

2. Attach **required** information: (**Important** - Appeals submitted without required attachments will **not** be reviewed).
 Completed Academic Success Plan of Action and Academic Success Plan Checklist
 Supporting documentation of extenuating circumstances

3. Submit completed appeal and attachments to the office listed at the top this page. (Appeals submitted after the deadline will be denied.)
Your appeal will be reviewed by a committee.

*By signing below I certify that I completed this appeal and that the information contained in this appeal is true to the best of my knowledge.
 I authorize a phone call, voicemail and/or email from Century regarding this appeal.

REQUIRED Student Signature: _____ **Date:** _____

~~~~~ **Appeal Decision and Conditions – Office Use Only** ~~~~~

First-Time Suspension                       Multiple Suspension                      GPA \_\_\_\_\_ Completion Rate \_\_\_\_\_ %

**Academic Suspension**                       **Financial Aid Suspension**                       **Maximum Time-Frame**

Reasons: \_\_\_\_\_

**Appeal is approved for:**                       **Academic Suspension**                       **Financial Aid Suspension**                       **Maximum Time-Frame**

You may register for \_\_\_\_\_ term and you may register for no more than \_\_\_\_\_ credits.  
 You will continue on probation, and are required to earn at least a **2.5** term GPA and **100%** term completion rate for financial aid standards  
 You will be placed on probation, and are required to earn at least a **2.0** term GPA and **67%** term completion rate for academic standards.  
 Other \_\_\_\_\_

**Appeal is denied for:**                       **Academic Suspension**                       **Financial Aid Suspension**                       **Maximum Time-Frame**

Denial Reason(s):

Lack of extenuating circumstances.                       Academic Success Plan of Action and Academic Success Checklist Incomplete/Missing  
 Lack of documentation                       Failure to follow conditions of previous appeal.  
 Missed appeal deadline                       Other: \_\_\_\_\_

**Note: If your Academic Suspension Appeal is approved, and your Financial Aid Suspension Appeal is denied, you are responsible for full payment of tuition and fees. If you choose not to attend Century College, you are responsible for dropping/withdrawing from your classes.**