



Office of Student Financial Aid
802 Grand Avenue
Glenwood Springs, CO 81601
Fax: 970.947.8318

STUDENT FINANCIAL AID APPEAL

Student Name _____ Student ID _____

Mailing Address _____

CMC Email Address: _____@mail.coloradomtn.edu

DATE THIS FORM WAS COMPLETED _____

1. If you are completing this appeal your current financial aid standing is **Termination** (NOT Maximum Time Frame).
2. Have you talked to a Financial Aid representative concerning this decision?
Yes _____ No _____
If yes, what is the name of the individual? _____

3. PLEASE ATTACH TO THIS FORM:

- 1) A typed letter, explaining in detail, your rationale for believing that the decision of Termination should be reconsidered.
 - a) State, in detail, the circumstances which led to your SAP Termination and why those circumstances made you unable to maintain satisfactory progress.
 - b) State what has changed between the semester for which you received the SAP Termination and the date of this appeal which will qualify you to be successful in regards to the CMC SAP standards in the future; outline your plan for success.
 - c) Include as much detail as possible in your letter. If your letter does not address the necessary information to render a decision, the decision will be delayed.
- 2) All documentation that supports your inability to perform under CMC's SAP guidelines from any/all professionals you consulted for the timeframe in which you are appealing.
 - a) Documentation to be reviewed includes (but is not limited to): medical diagnosis/dates of service (faxed direct from Physician's office on their letterhead); employment letters; death certificates; etc.
 - b) If your SAP Termination was due to a medical issue, provide clearance from your medical provider that you are able to re-enroll and complete the assigned coursework.

This documentation is for our review. Submission does not guarantee that your appeal will be approved. If you are submitting this document after the deadline, it will be reviewed when time is available and probably will not be completed prior to disbursement for the next term.

You will be contacted via your CMC student email if any further information is required

Student Signature

Date

JANUARY 2013