2023-2024



Last Name (Please Print)	First Name	M.I.	Student ID#	
Address	City	State/Zip	Phone #	
	FOR STUDENTS WHO ARE ON	FINANCIAL AID DIS	SMISSAL DUE TO	ONE
OR MORE OF THE FOL	LOWING REASONS: le Point Average below a 2.0.	DEADLINEST	Submit Appeals:	
	s Completion Rate less than 66.7	7%. PLEASE SUBMIT API	PEAL TO <u>MERFINAID@PERA</u>	ALTA.EDU
 Completed/Atter 	npted Units at or more than 150% o	f 🛛 🗆 Fall Semester –	November 30, 2023	

declared academic major.

Spring Semester - May 3, 2024
 Summer Semester - July 15, 2024

INSTRUCTIONS:

Provide the required documents below. The information provided on this Appeal Form will ultimately determine your eligibility to receive Financial Aid.

- Completion of this Form: Student Personal Statement explaining the circumstances that caused your dismissal.
- Updated Comprehensive Student Educational Plan (SEP) completed by a Peralta Counselor. (Appointments are necessary to meet with Academic Counselors for completion of a SEP.)
- Complete "The Key Components to the Satisfactory Academic Progress (SAP) Financial Aid Appeal Process" section by visiting https://merritt.get-counseling.com/ (print out confirmation of completion.)
- PCCD Academic Unofficial Transcript (include Current Courses.)
- Documentation that can support your Personal Statement. Providing sufficient documentation may be the difference between the approval or denial of your Appeal. For example:
 - Medical Documents: Doctor's statement, Medical bills, etc...
 - Death Certificate.
 - Police Reports or Legal Documentation.
 - Letters from a professional who can support your circumstances on a letterhead.

The following questions should be addressed in your statement :

- 1. Describe in detail the <u>extenuating circumstances</u> on why you were unable to maintain a cumulative 2.0 and/or complete the minimum required units. (Examples: Illness/Injury of the student, Death of an immediate family member, Medical and/or family emergencies.)
- 2. Explain in specific steps on how you propose to improve your grade point average and/or the completion of your course.
- 3. Explain in detail why you have not completed your Certificate, A.A., A.S., or Transfer program objective within 150% or less program time frame, AND indicate when and how many more units are needed to complete your educational objective.

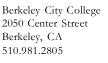
NOTE:

The following are not extenuating circumstances: Poor study habits, an overload of coursework, lack of preparedness, or did not receive financial aid in a timely manner. Submitting an appeal does not guarantee approval. If your appeal is denied, you will be responsible for all fees associated with your enrollment during the semester.

<u>The Financial Aid Appeal Committee</u> will review the completed Appeal Packet. The committee's decision will be forwarded to the Financial Aid Office (FAO). The FAO will notify you on the appeal decision by email. During peak periods (registration periods) there may be an extended wait time.

THE DECISION OF THE COMMITTEE IS FINAL!





College of Alameda 555 Ralph Appezzato Mem.Pkwy Alameda, CA 94501 510.748.2228



Laney College 900 Fallon Street Oakland, CA 94607 510.464.3314



Merritt College 12500 Campus Drive Oakland, CA 94619 510.436.2465

Student Name	(Please Print)
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THIS	SECTION FOR COUNSELOR CERTIFICATION AND COMMENTS				
∙ Stı	lent's Education Objective at PCCD:				
	AA/AS – (Degree Major:)				
[] Certificate - (Type:) [] Transfer - (Program Major:Potential college:)					
					Student's Expected Completion Date at PCCD:
	nselor's Comments (optional):				
_	COUNSELOR'S SIGNATURE:				
STL	DENT CERTIFICATION: I CERTIFY THAT ALL STATEMENTS AND/OR SUPPORTING				

DOCUMENTATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. **WARNING:** ANY FALSE STATEMENT OF MISREPRESENTATION WILL BE CAUSE FOR DENIAL.

STUDENT'S SIGNATURE:

_DATE:

PLEASE SUBMIT APPEAL TO MERFINAID@PERALTA.EDU BY THE DEADLINE





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