

Review these examples for helpful information as you complete your financial aid appeal request.

EXAMPLES OF CHALLENGING CIRCUMSTANCES Challenging circumstances should have occurred during the semester that caused you to fail SAP(cumulative grade point below 2.0 and/or cumulative completion rate below 67%). Students are impacted in many ways. These are examples and do not represent an exhaustive list.	EXAMPLES OF DOCUMENTATION Documentation is recommended, but is not required for first time appeals. *Note that if this is your third or subsequent appeal, documentation is required. *Contact Student Services at 844-642-2338, ext.2700 to discuss questions you have about documentation.
Academic Poor attendance or barriers to get to class or to access course content, missed assignments, struggled with content, technology challenges, did not seek help, did not do the work, did not have textbooks, low test grades, test anxiety, learning disability, etc.	<ul style="list-style-type: none"> • Transcript • Learning Center report showing your log in hours or a statement or an email from Learning Center faculty.
Work related: Required overtime, working multiple jobs, job schedule changed, changed jobs or lost job, job issues for spouse/significant other, etc.	<ul style="list-style-type: none"> • Letter from employer including effective dates and whether the increase in hours was mandatory • Copy of work schedules • Pay stubs
Medical condition: Serious illness, dental emergency, change in health status, hospitalization, COVID diagnosis, mental health issues (depression, anxiety, ADHD, medication changes, etc.)	<ul style="list-style-type: none"> • Letter from health care provider/or other licensed professional with advised period of recovery, dates of office visits
Family issues: Student separation or divorce Student's parents separate or divorce Student is responsible for younger siblings, or grandchildren Birth of child Physical or mental health issues of a family member COVID diagnosis of family member Child behavioral or school related issues Custody issues, etc.	<ul style="list-style-type: none"> • Records from child's school that child had to remain at home • Records from doctor visits • Hospitalization records • (If student cared for parent, provided documentation of that requirement) • Letter from counselor • Court documents and dates • Medical reports • Birth certificate
Death of a family member or friend	<ul style="list-style-type: none"> • Obituary or death certificate, show relationship and date • Letter from counselor
Housing issues Unexpected move, house fire, etc.	<ul style="list-style-type: none"> • Eviction notice • Letter from housing program or other social services
Assault or domestic violence or victim of other crime	<ul style="list-style-type: none"> • Police report • Court documentation • Letter from clergy, social worker, doctor
Car accident, transportation changes or difficulties, vehicle breakdown	<ul style="list-style-type: none"> • Police report • Mechanic invoices
Unexpected day care changes or unavailability	<ul style="list-style-type: none"> • Letter from daycare provider

Other	<ul style="list-style-type: none">• Statement from objective third party(supervisor, pastor, social worker,etc)
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