FINANCIAL AID OFFICE

LANIER TECHNICAL COLLEGE

2990 Landrum Education Drive
Oakwood, GA 30566

SATISFACTORY PROGRESS APPEAL

This form should be completed if your financial aid is being withheld for failure to meet financial aid satisfactory progress requirements.

_____ _____/_____/_____
Name Social Security Number

_____ _____ _____ _____
Current Address City State Zip Code

Program of Study: _____ Telephone _____

Quarter and year for which you are applying for reinstatement of aid: Quarter_____ Year _____

Satisfactory Academic Progress standards which are used to judge academic progress must be cumulative and include all periods of a student's enrollment, even periods of enrollment in which the student did not receive SFA funds. Federal guidelines allow schools to set aside satisfactory standards for individual students if it determines that an unusual situation affected the student's progress. Examples of mitigating circumstances include: student or family illness or injury, death in student's immediate family. Personal situations (i.e. a new work schedule, personal family issues, lack of transportation) do not meet the definition of mitigating circumstances and some students may have to pay for classes until they meet the minimum requirements as established by the Department of Education and Lanier Technical College. Please explain below the unique circumstances, which resulted in your not being able to maintain satisfactory progress and provide **supporting documentation**. Indicate how these circumstances have changed so that you can comply with the regulations in the future. Please complete this form and add additional pages and documentation as needed.

Student Signature_____ **Date** ____**/**____**/**____