



2016-2017
Unusual Enrollment History Appeal

Student's Name _____

(9 digit) MSU ID _____

Effective with the **2013-2014** school year, the **U.S. Department of Education** established new regulations to prevent fraud and abuse by identifying students with **unusual enrollment histories**. Some students who have an unusual enrollment history have legitimate reasons for their enrollment at multiple institutions. However, such an enrollment history requires a review to determine whether there are valid reasons. **Your 2016-2017 FAFSA has been flagged for "Unusual Enrollment History Review" by the U.S. Department of Education.** To resolve, you must submit this completed Unusual Enrollment History Appeal Form along with ALL required documentation listed below, before you can be considered eligible for Federal Financial Aid programs.

STEP 1: Review your Federal Financial Aid History

Review the National Student Loan Data System (NSLDS) at www.nsls.ed.gov for prior schools attended. You will need your Federal Student Aid PIN to log in.

STEP 2: Prior College Transcripts Required to be Evaluated

Ensure that official academic transcripts for ALL colleges/universities attended have been sent to the Registrar's Office.

STEP 3: Letter Explaining Circumstance for Appeal

If you failed to earn academic credit while receiving Federal aid, the U.S. Department of Education **REQUIRES** you to explain the circumstances which resulted in your failure to complete academic credits. Please submit along with this form a typed statement which provides an explanation for your failure to earn academic credit. Please refer to a situation that occurred during those academic terms in which you failed to earn credit.

STEP 4: Supporting Documentation:

You must provide documentation to support the circumstance(s) in your appeal. Circumstances are limited to the reasons below. Appeals submitted without documentation will be considered incomplete and will be denied.

- **Personal injury or illness** (must have occurred during semester(s) of academic difficulty) – Requires doctor's statement, hospital records, or accident/police report
- **Death or serious illness of an immediate family member** (parents, grandparents, children, spouse, sibling) – Requires doctor's statement, hospital records or a death certificate/obituary notice
- **Employment changes** – Requires documents to show loss of job or other changes in employment
- **Divorce or separation in the student's immediate family** – Requires divorce/separation documents or letter from attorney
- **Failure to have a set academic goal/major or misunderstanding of schools Satisfactory Academic Progress (SAP) standards** – (may only be used as an excuse for one (1) time) – Requires supporting documentation
- **Military Withdrawal** – Requires verification from MSU Center for America's Veterans or DD214
- **Other** – Requires supporting documentation

STEP 5: Appeal Decisions:

IF **Approved**, student will be eligible for federal financial aid

IF **Denied**, student is ineligible for federal financial aid and will need to pursue other options, such as Alternative Loans: <http://www.sfa.msstate.edu/loan/>

Certification Statement

By signing this form, I certify that all of the information on this form and any attachments are complete and accurate to the best of my knowledge. **Warning: Purposely giving false or misleading information may result in a fine, imprisonment, or both.**

Student Signature _____

Date _____