EXCESSIVE HOUR OR EARNED DEGREE APPEAL

Student Information

Name_____ ID # _____

Date _____ Phone (____) _____ Expected graduation date: _____

Degree Plan at LSCPA: _____

Semester the Appeal is for ☐ Fall ☐ Spring ☐ Summer Academic Year: _____

Reason for Appeal

___ Have attempted _____ hours which is more that 150% of my current degree plan

___ Have an Associate's Degree or higher.

Steps to Appeal

You must submit this form and a **typed** explanation of your circumstances.

Your typed explanation should answer the following questions and explain the circumstances that led to your excessive hours, or the reasons why you are pursuing a second degree (associates). You must be degree seeking at LSCPA and you can only receive financial aid for hours that meet the requirements of your new major.

1. Why do you have so many hours in your college career?
2. Why should you receive additional financial aid?
3. How will the change in your degree impact your future?

Appeal must be between 50 and 200 words in length (no more). Provide any documentation that might help your case.

The Excessive Hours (max-time frame) is a measurement of the number of credits you have attempted, including transfer credits. If you are doing 60 credits Associates degree, 150% of a 60 credit is 90 credits or more. It will be less if you are in a Certificate program. Your attempted credits are counted whether or not you were using Financial aid when you took the courses. Only courses in your degree plan will be eligible for financial aid.

** You must meet with an Academic advisor and have them fill out schedule below and have the advisor sign what required courses you have left. No appeal will be reviewed unless you are enrolled in a minimum of 6 hours.

Course	Credit Hours	Recommended Minimum GPA
1.		
2.		
3.		
4.		
5.		
6.		

Signature Required

_____ _____

Student's Signature Date Advisor's Signature Date

<u>NOTE</u>: This request must be submitted to the Financial Aid Advisors to have the above Program of Study degree plan prepared. Sufficient time must be given to the Financial Aid Office to review the request (usually 1 week, except during peak periods please allow extra time) to be processed.

<u>Office Use Only</u>

Approved _____

Denied _____ _____

Date _____ _____

Financial Aid Office: Student Center Room 304
Mail: PO Box 310 Port Arthur, TX 77641
Phone 409-984-6203 * Fax: 409-984-6025
FinancialAid@lamarpa.edu