



## Yuba Community College District Financial Aid Offices

**Yuba College**  
2088 North Beale Road  
Marysville, CA. 95901  
(530) 741-6781

**Woodland Community College**  
2300 East Gibson Road  
Woodland, CA. 95776  
(530) 661-5725

**Clear Lake Campus**  
15880 Dam Road Extension  
Clearlake, CA. 95422  
(707) 995-7923

### FINANCIAL AID APPEAL INSTRUCTIONS

The Yuba College Financial Aid Office is required by federal regulations to monitor student progression toward completion of degree, transfer and certificate programs. Students are evaluated at the end of every term for the purpose of determining satisfactory academic progress (SAP). Students who do not successfully complete the required SAP requirements are ineligible to receive financial aid assistance.

Students who do not meet SAP requirements and have extenuating circumstances, may file a financial aid appeal to have their financial aid status reviewed.

#### **Financial Aid Appeal Filing Instructions:**

- Complete the attached Financial Aid Appeal form. Complete all questions in a legible and complete manner. Attach any supporting documentation that you feel supports your request.
- Submit your financial aid appeal form with a current educational plan and any supporting documentation to the Financial Aid Office.
- If you do not have an "official" educational plan you may submit an "unofficial" educational plan with your financial aid appeal form. You must schedule an appointment with an academic counselor to complete an "official" educational plan.
- If you submit an unofficial educational plan you have 30 days from the date you submit your financial aid appeal form to submit an official educational plan to the Financial Aid Office. The educational plan you submit must match your declared major and must be signed by your academic counselor.
- **Your financial aid appeal form will not be reviewed or accepted if:**
  - a. you are not enrolled in classes**
  - b. you do not submit a current educational plan**
  - c. your financial aid appeal form is incomplete**

Submit your financial aid appeal form and your educational plan to the Financial Aid Office at your respective campus. Please allow approximately 2-3 weeks for your appeal to be reviewed. You will be notified of the decision by postal mail.

If you need further clarification or assistance please contact the Financial Aid Office at your respective campus.



# Yuba College • Financial Aid Office

## FINANCIAL AID APPEAL FORM

\_\_\_\_\_  
Name

\_\_\_\_\_  
SS# or Student ID#

\_\_\_\_\_  
Mailing Address

(\_\_\_\_\_) \_\_\_\_\_  
Phone Number

\_\_\_\_\_  
City State Zip Code

**FINANCIAL AID OFFICE USE ONLY - Reason for Appeal**

**Received By:**

**FA appeal is for:**  Fall \_\_\_\_\_  Spring \_\_\_\_\_  Summer \_\_\_\_\_

Educational Goal: \_\_\_\_\_ Program: \_\_\_\_\_

**If box is checked below complete questions 1, 2, 3, 4 and 5 (skip 6 and 7).**

GPA below 2.0     Did not complete the minimum units required     Loan  
 T-Perm: R2T4 or Pell Overpayment    Balance Due: Federal \_\_\_\_\_ Yuba \_\_\_\_\_

**If box is checked below complete questions 1, 2, 3, 6 and 7 (skip 4 and 5).**

90 Plus Units     150% Rule (completed six or more semesters)     Loan

1. What is your degree objective and program major?  
 Certificate     Associate Degree     Transfer    Major: \_\_\_\_\_

2. What is your anticipated completion/graduation date from Yuba College: \_\_\_\_\_

3. What are the total number of units you need to complete your certificate/degree at Yuba College? \_\_\_\_\_

4. Explain below the reasons or circumstances that caused you to not make satisfactory academic progress. Include any special circumstances that made it difficult for you to succeed in your classes or accomplish your educational goal. Please attach any supporting documentation.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Explain how you have resolved the problem(s) and how you plan to succeed in your classes at Yuba College. Give examples of your efforts to improve your academic performance and/or attain your educational objectives.

\_\_\_\_\_  
\_\_\_\_\_

6. Explain why you have not been able to attain your educational goal within the 90 unit / 6-semester limit. Please attach any supporting documentation.

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7. Explain how you plan to complete your educational goal within the allotted time frame.

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***I certify that all statements made above and contained in the support documentation are true and correct to the best of my knowledge.***

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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**ACADEMIC COUNSELOR USE ONLY:**

Comments: \_\_\_\_\_

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\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Date

**FINANCIAL AID OFFICE USE ONLY:**

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**Pell:**  Approved  Denied  Pending: Progress Reports  Pending: See Dean

**FWS:**  Approved  Denied  Pending: Progress Reports  Pending: See Dean

**Loan:**  Approved  Denied  Pending: Progress Reports  Pending: See Dean

Referred to FA Committee \_\_\_\_\_

FA Committee Decision \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_  
Associate Dean's Signature

\_\_\_\_\_  
Date