

Student Financial Services K 1.700
3201 W. Pecan Blvd. McAllen, Texas 78501
PH: 956.872.8375 FAX: 956.872.6461

Federal Regulations state that a student who is not making Financial Aid Satisfactory Academic Progress may appeal their status on the basis of: an injury or illness, the death of a relative, or other special circumstance. The appeal must explain why the student failed, how the situation has changed and how the student will make satisfactory academic progress. **Please note that Appeals submitted without supporting documentation will not be approved.**

STUDENT INFORMATION

STC ID: A	NAME:	SN: XXX-XX
PH:	STC EMAIL: @stu.southtexascollege.edu	
Appeal for GPA or 67% Completion		Appeal for Maximum Timeframe >90 attempted hours. Provide a copy of your signed Degree Works (degree plan).

INSTRUCTIONS

- PERSONAL STATEMENT:** You, the student, must provide a statement explaining what happened that caused your low academic progress. Explain What happened? When did it happen? Please include your STC ID on all your documents.
- DOCUMENTATION:** You must provide supporting documentation for your circumstances (i.e. copies of death certificates, newspaper obituary, police reports, medical documentation), statements on school/company letterhead from a counselor, therapist, minister, priest, or social worker relating to the emotional or family difficulties that affected your academic performance.
- IMPROVEMENTS:** You, the student, must provide a statement explaining how things have changed and what you will be doing to make sure you will be successful in your classes.

IMPORTANT INFORMATION

Processing your Appeal may take up to 2 weeks from the date it is submitted or longer during peak registration times. Any tuition and fees you owe the college are due on the dates specified regardless of the status of your Appeal. Payment arrangements should be made while your appeal is reviewed. Appeals will be approved/disapproved by the Student Financial Services Staff. Appeals will only be accepted for the current award year. All decisions made by Student Financial Services Staff will be final. It is your responsibility to check the status of this appeal on your JAGNET account, by clicking on the Financial Aid APP then selecting Financial Aid Status.

Appeals will be reviewed on a semester basis, and pending documentation must be submitted before the end of the semester in which the appeal was submitted. If an appeal is approved after the semester has ended the student will not be eligible for financial aid until the next semester they enroll.

STUDENT FINANCIAL SERVICES DEPARTMENT USE ONLY			
Attempted Hours:	Earned Hours:	GPA:	SFSS Initials:
Approved:	Disapproved:	Pending:	Date:
Semesters in question:			
Additional Information Requested/Comments:			

No person shall be excluded from the participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, age, sex, sexual orientation, gender, gender identity, disability, genetic information, or veteran status.

Financial Aid Academic Plan

STC ID: A	NAME:
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INSTRUCTIONS: Please read and initial the Financial Aid Academic Plan requirements below.

	I understand I must earn a minimum semester GPA of 2.0 during each semester under Financial Aid (FA) Probation to regain Good standing based on the STC Financial Aid (FA) Satisfactory Academic Progress Policy.
	I understand I must complete 100% of all enrolled courses during each of the enrolled semesters under Financial Aid Probation to regain Good standing based on the STC FA Satisfactory Academic Progress Policy. This means I cannot drop any course at any point in the semesters while on FA Probation.
	I understand I must remain on schedule to complete my current program of study within 150% of the minimum number of hours required for graduation as explained in the STC FA Satisfactory Academic Progress Policy.
	I understand that if I do not meet the conditions of my approved Financial Aid SAP Appeal and the conditions of this Academic Plan, I will no longer be eligible for financial assistance until I regain Good standing based on the STC FA Satisfactory Academic Progress Policy. I will be allowed to appeal a Financial Aid suspension again, but the special circumstances will have to be different from the previous appeal submitted.

Student Certification: By signing below, I confirm I understand the requirements of the STC FA Satisfactory Academic Progress Policy and the conditions of this Financial Aid Academic Plan. In addition, I understand that this Financial Aid Academic Plan includes meeting with a Guided Pathway Specialist or Counselor and the conditions discussed at that meeting will be part of the Financial Aid Academic Plan. Your signature below binds you to all the conditions stated on this document.

Student Signature:	Date:
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SECTION BELOW MUST BE COMPLETED BY A GUIDED PATHWAY SPECIALIST OR COUNSELOR

INSTRUCTIONS: Please review DegreeWorks with the student and advise them they should only enroll in courses that are part of their degree plan, or in developmental or prerequisite courses required for their current program of study. After reviewing DegreeWorks please provide information below.

- **Student must meet with A STC Guided Pathway Specialist if not meeting 67% completion requirement:**
- **Student must meet with A STC Counselor if not meeting GPA requirement:**

Current Program of Study:	Catalog Year:
Number of credit hours needed to complete program of study:	Expected Graduation Date:
Guided Pathway Specialist's Name:	Counselor's Name:
Guided Pathway Specialist's Signature:	Counselor's Signature:
Phone #:	Phone #:
Date:	Date:

Please submit this completed form with your statement and supporting documentation to the Student Financial Services Office after you have met with a Guided Pathway Specialist or Counselor. You may also upload your completed form via the Financial Aid Upload App on your Jagnet.