Black Hawk College

Financial Aid
Dismissal Appeal Form
(Maximum Time Frame Exceeded)

Name: _____ Semester Requesting Reinstatement: _____
(PLEASE PRINT)

ID#: _____ email _____ @mymail.bhc.edu

You have been placed on Financial Aid Time Frame Dismissal because you have exceeded the maximum of 96 attempted hours for an Associate's degree or 48 attempted hours for a Certificate program.

The following steps must be completed:

1. Appeal Explanation

Attach a **typed** explanation of circumstances that caused you to acquire credit hours above what is normally needed to complete your present degree or certificate.
Examples may include:

a) changes in academic programs
b) have taken developmental coursework
c) have returned to school for retraining

Attach any additional documentation to complete this appeal.

2. Academic Planning Guide

You must schedule an appointment with an Academic Advisor or a BHC counselor in order to complete this step. You must complete an Academic Planning Guide (on the reverse side).

Terms to maintain Financial Aid eligibility to complete your program of study:

I understand IF this appeal is approved, Satisfactory Academic Progress must be met in order to continue receiving Financial Aid. If I do not successfully complete all coursework attempted and receive a grade of C or better in all courses (or maintain at least a 2.0 Cumulative Grade Point Average), the extension of Financial Aid eligibility is terminated and I will not be eligible for future Financial Aid at Black Hawk College.

Students who are not meeting the performance standard of a 2.0 cumulative GPA and a 67% cumulative completion rate cannot have a Time Frame Dismissal appeal approved.

Student Signature: _____ Date: _____

You will be notified of the decision within 2 weeks after submitting your appeal and documentation. Notification will be sent to your BHC email address. Information about your appeal will not be provided over the phone.

Complete Reverse Side

TFD – ID# _____

ACADEMIC PLANNING GUIDE

To be completed by you and your advisor

List the Courses needed to complete your degree or certificate of _____

MAJOR from Banner

☐ Associate's Degree ☐ Certificate Degree

Advisor's Name: _____ **Advisor's Signature:** _____

Semester _____

Prefix	Course Number	Title	Credit Hours	
				TOTAL Semester Hours

Semester _____

Prefix	Course Number	Title	Credit Hours	
				TOTAL Semester Hours

Semester _____

Prefix	Course Number	Title	Credit Hours	
				TOTAL Semester Hours

Semester _____

Prefix	Course Number	Title	Credit Hours	
				TOTAL Semester Hours

Add additional pages as needed