



Office of Financial Aid

(910) 672-1325 FAX (910) 672-1423

Email: finaid@uncfsu.edu

Financial Aid Excessive Hours Review Form

INSTRUCTIONS:

1. Complete the attached petition form if you are requesting the Academic Appeals Committee to review your academic record for excessive hours. Attach any additional documentation to support your petition. Petitions submitted without all required documentation will be regarded as incomplete and denied.
 2. You need to schedule an appointment with your academic advisor to define your educational plan/major and to determine the **minimum** remaining classes required to meet your educational goal here at Fayetteville State University. Your education plan must be attached to your petition form.
 3. If this petition is granted, you will only be eligible to receive financial aid for classes listed on your education plan and approved by the Academic Appeals Committee. Classes not listed on your educational plan will not be eligible for financial aid.
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HELPFUL HINTS FOR PREPARING A FINANCIAL AID PETITION FOR DISQUALIFICATION

➤ ***What is considered an extenuating circumstance beyond the student's control?***

Listed are a few examples of situations that may contribute to a extenuating circumstance that is beyond the student's control are: documented death in the immediate family during the period(s) of poor progress, documented serious illness of the student or the student's immediate family, documented injury from car accident, and etc.

➤ ***What is NOT considered a mitigating circumstance beyond the student's control?***

Listed are a few examples of situations that are **NOT** considered as beyond the student's control are: unable to complete a semester due to lack of financial aid, taking classes without an educational plan or guidance from advisor, changing majors, failing to drop classes before deadlines, not taking school seriously, unable to attend classes due to transportation or child care issues, and etc.



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Name: _____ Banner ID: _____

Major: _____ Total number of attempted hours: _____

Telephone Number: _____ Email Address: _____

Semester for which you are requesting an extension: _____

Submission Deadline: June 20 for Fall Semester; October 30 for Spring Semester; May 15 for Summer 1 Term; June 20 for Summer 2.

PLEASE NOTE:

- Students will be allowed to only submit a Financial Aid Excessive Hours review once during their academic career at FSU. If approved, the student will be approved **up to 4 consecutive semesters**.
- Students should be prepared to pay tuition, fees, and other educational expenses until they have been approved to receive financial aid.
- **THE SECTION BELOW MUST BE COMPLETED BY YOUR ACADEMIC ADVISOR.**

Course to be completed	1 st Term _____	Course to be completed	2 nd Term _____

Course to be completed	3 rd Term _____	Course to be completed	4 th Term _____

Signature of Advisor: _____ Date: _____

Signature of Student: _____ Date: _____