

**Student Name:** \_\_\_\_\_ **Student ID#:** \_\_\_\_\_**Requesting Appeal for: (TERM)** \_\_\_\_\_ **(YEAR)** \_\_\_\_\_**Major/Degree Program:** \_\_\_\_\_

**Please include a statement that explains the reason (s) you were not successful in your prior coursework in addition to how you now feel you will be able to achieve successful progress. Return this form along with your statement to the Financial Aid Office at Southern State Community College, 100 Hobart Drive, Hillsboro, OH 45133.**

If an appeal is approved you will be notified and required to contact the advising center to complete an academic plan for your next semester of enrollment at Southern State prior to registering for classes.

An Academic Plan will allow a student to receive federal financial aid on a provisional basis. The student's Academic Plan and satisfactory academic progress will be reviewed at the end of the semester.

If you have any questions or concerns regarding this notice please contact the Financial Aid Office at 1-800-628-7722 ext. 2810.

Please note that the Official Request and the Academic Plan must be completed and approved not later than the first day of the term in which the student anticipates attending.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Sincerely,

**Linda Myers**

Director of Financial Aid