

MITIGATING CIRCUMSTANCES

DOCUMENTATION IS REQUIRED

NOTE: Only one appeal will be approved during your TSTC enrollment



The purpose of this form is to determine whether or not there were mitigating circumstances to justify your not making satisfactory progress. It is the responsibility of your Financial Aid Office to ensure that the financial aid funds you receive are being used effectively.

Please complete this questionnaire, sign it, and return it in person to the Financial Aid Office. **These requests are not reviewed until grades are processed at the end of the term.** There will be at least three (3) working days after grades are processed before you will be notified by mail of the decision.

Name (PRINT)

Social Security Number

Name of Program

Fall

Spring

Summer

Please explain fully any unusual circumstances which you feel may have had a bearing on your inability to satisfactorily complete this term.

(You may use back if needed or attach an additional form.)

Student's Signature

Date

Financial Aid Director's Signature

Date

PELL ONLY

PELL AND LOAN

REMAIN ON PROBATION

OTHER: _____

Financial Aid Director's Comments:	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED

Equal opportunity shall be afforded within the Texas State Technical College System to all employees and applicants for admission or employment regardless of race, color, gender, religion, national origin, age or disability. TSTC will make reasonable accommodations for persons with disabilities.