

# FINANCIAL AID WAIVER REQUEST

Student Name \_\_\_\_\_

ID: \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_

Phone# \_\_\_\_\_

I am requesting a waiver for my:  Federal Aid  State Aid\*  Both  
\*documentation required for State Waivers

If you wish to appeal, please complete the following questions: Please note that supporting documentation is required for all waivers. You may attach to this form or send supporting documentation separately. This form is available to complete online at <https://mvcc.edu/financial-aid/SAP>.

1) What were the specific circumstances that hindered your academic performance during your most recent enrollment at MVCC?

2) Please indicate the date when the circumstances occurred. Be specific, and please note that the circumstance you are citing must have occurred during the semester which you failed to meet academic progress requirement.

3) State how the circumstances have been resolved, no longer exist or will no longer hinder your academic performance.

**View the committee's decision in your SIRS account: Financial Aid > Eligibility > Academic Progress.**

For Office		Use Only	
State		Federal	
Approved	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Denied	<input type="checkbox"/>	Denied	<input type="checkbox"/>

Please return this document to:  
Office of Financial Aid  
Mohawk Valley Community College  
1101 Sherman Drive, Utica, NY 13501  
FAX 315-731-5852  
sap@mvcc.edu

# FINANCIAL AID WAIVER REQUEST

## Terms and Conditions for Reinstatement of Financial Aid:

To comply with Federal and NY State Regulations, Mohawk Valley Community College is required to monitor whether a student is maintaining **Satisfactory Academic Progress** and progressing toward a degree or certificate within a set timeframe. If you have received notification from this office that you have lost eligibility for grants and/ or student loans, you are offered the opportunity to submit an appeal for reinstatement of financial aid funds. If the appeal is approved, you will be placed on financial aid probation for the upcoming semester; during that semester you must complete all classes with a passing grade.

### **Instructions:**

- 1) Complete and submit the appeal form to the Financial Aid office. You can complete this form online at <https://mvcc.edu/financial-aid/SAP>.
- 2) If you are requesting reinstatement of State Aid you **must** submit supporting documentation for the appeal. Submit all documentation to the Financial Aid office directly or you can email documentation to [SAP@mvcc.edu](mailto:SAP@mvcc.edu).
- 3) Your appeal will go to a committee for decision. This can take up to 10 business days for a decision. You can check the decision on your SIRS account under **Financial Aid -> Eligibility -> Academic Progress**.

### **Student Certification:**

- I have read the above statement and have reviewed the SAP policy as outlined on the website (<https://mvcc.edu/financial-aid/SAP>).
- I will submit a detailed explanation of the circumstances that prevented me from successfully completing the semester (or past semesters).
- If this appeal is not approved, I understand I am responsible for tuition and fees if I attend.
- I understand approval is not guaranteed.
- I understand if this appeal is approved, that I am expected to complete all classes with a passing grade.
- I understand if this appeal is approved, that I am expected to not withdraw from any classes that I enroll in.
- Although my appeal may be approved this semester, I understand that until I meet the Standards of Academic Progress, I may need to file future Financial Aid Waivers.

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_