

## Suspension Override Request Form

Student Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Students who do not meet Satisfactory Academic Progress and are placed on suspension may apply for an override of their suspension. **This form and supporting documentation should be submitted to the Financial Aid office no later than 2 weeks before the start of each term to ensure time for review and notification of decision. Late requests may be denied. REQUESTS WILL NOT BE CONSIDERED WITHOUT ALL DOCUMENTATION.**

### Type of Suspension:

- Financial Aid Suspension       Academic Suspension       Both

### Required Documents

- Completed Suspension Override Form
- Typed summary answering the following questions:
- What extenuating circumstance prohibited you from meeting Satisfactory Academic Progress?
  - What changes have occurred that will enable you to meet Satisfactory Academic Progress.
- Supporting documentation that verifies the circumstances referenced in the request.

### I plan to enroll:

- Fall       Spring       Summer

### During the previous semester, how many times have you met with an academic advisor?

- None       One       Two       Three or more

**Extenuating circumstances may include, but are not be limited to: personal illness, injury or accident, serious illness or death of close family member, unforeseen, undue hardship, and demonstrated academic improvement. Circumstances under which a request may not be granted include, but are not limited to: poor choice of classes, employment obligations, financial difficulties, loss of transportation, relocating, childcare difficulties, loss of internet service and lack of motivation or interest.**

The decisions of the Financial Aid and Academic Suspension are separate processes. You can be approved by one committee but denied by the other. If your academic suspension is overridden and your financial aid request is denied, you will need to pay by other means until you regain satisfactory progress. Exceptions are not made lightly and will generally be considered only for extenuating circumstances. Decisions are based upon an individual's extenuating circumstances, documentation provided and academic history. If the committee approves your application, your status may be reinstated under certain conditions as outlined by the committee.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return to the Financial Aid Office

Email: [financialaid@trcc.edu](mailto:financialaid@trcc.edu)

Fax: 573-840-9604

Mail: 2080 Three Rivers BLVD, Poplar Bluff, MO 63901