

**Appeal for Financial Aid Eligibility**  
**Quantitative Measurement**

Maximum Time Frame – did not complete degree / certificate within 150% of what is required

\*an electronic version of this form is available at [www.pikespeak.edu/appeal](http://www.pikespeak.edu/appeal)

Student S# \_\_\_\_\_

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

**STEPS TO APPEAL:**

1. Log into your PPCC Online portal at <https://ppcc.desire2learn.com> and select the "Understanding Your Financial Aid Eligibility" link under your courses. Follow the instructions to complete the module and quiz. **You must score 100% on the quiz for a completed appeal.** Once completed, print out the completion certificate it provides you and attach it to this appeal. \*\*It may take up to 3 business days to have access to the module and quiz.
2. Type a statement explaining in detail the extenuating circumstances that prevented you from earning your degree or certificate within 150% of what is required for your program.

**We want to know:**

- Why have you attempted so many credits, but have not yet completed your degree or certificate?
- What are your true educational goals and intentions?

3. Print out and attach a copy of Degree Check: <https://my.pikespeak.edu>

Hit the print icon on the top right of Degree Check. Make sure "letter - portrait (8.5 x 11 in)" is selected. Then "open in pdf". Then print once the pdf file opens. Review the courses that are required for you to graduate and determine how many more **credits** (not courses) are required for you to complete your degree / certificate. Modifications and substitutions **MUST** be approved first by your faculty advisor if you wish to include them in your plan. If you have any questions regarding your plan, we encourage you to meet with either your faculty advisor or the Advising & Testing Office.

Total # of **REQUIRED credits LEFT** for you to complete your degree / certificate at PPSC: \_\_\_\_\_

4. Indicate the semester for which you are appealing to re-instate your financial aid - *your next enrollment period* (**CIRCLE ONE**)  
FALL (August – December)      SPRING (January – May)      SUMMER (May – August)

Attach the **D2L Completion Certificate, Degree Check, and typed statement** to this form and turn in the packet to an Enrollment Services office or scan and email to [financialaid@pikespeak.edu](mailto:financialaid@pikespeak.edu). If the reasons for not completing your program within 150% of what is required warrants documentation, please be sure to include the documentation with your appeal. Acceptable forms of documentation may include the Medical Documentation Form found on our website, other medical records, death certificates, court documents, police records, counselor statements, notarized 3<sup>rd</sup>-party statements, etc.

Deadline to appeal is **5 business days before the published census (drop) date**. Appeals submitted without documentation or missing proper signatures will be denied.

*You will be notified via your PPCC-assigned email account as to the outcome of your appeal. If your appeal is granted, your applicable aid will be reinstated. If your appeal is denied, your aid will be canceled. Other conditions may apply to your approved or denied appeal.*