

2. Describe the actions or steps taken by you to prevent future recurrence of the lack of satisfactory academic progress.

3. A graduation audit signed by your KCC academic advisor must accompany this request. The audit must indicate the course(s) you need to complete your declared program at Kirtland and show courses taken which fulfill graduation requirements.

Attach documentation to support this appeal and to clarify your circumstances. Please allow a minimum of 15 business days for a review. The submission of an appeal does not guarantee a change in your financial aid eligibility. The Office of Financial Aid will review the appeal and notify the student in writing of the appeal decision. Until a decision is made any tuition/fees due is the sole responsibility of the student.

I certify the information on this appeal form and all attachments are accurate. I understand that if I am currently enrolled in courses needed to determine the outcome of this appeal, my appeal may be held till semester end for review of my progress.

Signature: _____

Date: _____

Return form to: KCC, Office of Financial Aid, 10775 N St Helen Road, Roscommon, MI 48653
Fax number: 989-275-6789