HIGHLAND COMMUNITY COLLEGE

2023-2024 Maximum Timeframe Appeal

Student Information

_____   _____

Last Name   First Name   MI   Student ID

_____   _____   _____

Date of Birth   Telephone Number   E-Mail Address

Per Federal guidelines, a student is financial aid ineligible when it becomes mathematically impossible for the student to complete a program or degree within 150% of its length. For example, a degree requiring 60 credit hours (most Associate degrees) should be completed by a student attempting no more than 90 credit hours. Students at HCC who are nearing or exceeding 90 attempted credit hours are given the opportunity to appeal this financial aid ineligible status by completing this form.

Any extension of financial aid eligibility will be limited to only those courses required to complete your academic plan/degree. If your appeal is approved, you will be expected to follow the plan for program completion as you have listed it under item #4 on the next page of this form.

You cannot receive financial aid until this form has been reviewed and approved.

If you have completed at least 12 credit hours with HCC, please request a graduation check at https://highlandcc.edu/pages/graduation-check-form. We must have a graduation check on file before we can review this form.

Please provide the following information:

1. What is your anticipated graduation date with HCC? Include Month and Year: _____

2. What degree(s) and/or program(s) are you attempting? _____

3. Briefly explain reason for number of attempted credit hours:

    _____
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    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____
    _____

4. List the classes you plan to take toward your degree during only the **2023-24 school year** including the semester you plan to take each class. Check the Repeat Class box for any classes you have taken before. See additional information needed at the bottom of the page for repeat classes.

Course Code and Description	**2023-24 Planned Semester**			**Repeat Class**
EXAMPLE: ENG 101 Composition I	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	
	Summer '23	Fall '23	Spring '24	

5. For classes you are repeating, explain why you are repeating the class and list the school where you took the class previously if it was not HCC.

_____
_____
_____
_____
_____
_____
_____

Student signature: _____ Date: _____

Signature must be handwritten; digital signatures not accepted.

Warning: If you purposely give false or misleading information on this form, you may be fined, sentenced to jail or both.