Cowley College
Financial Aid Appeal Form

Please fill out completely. Incomplete forms will not be considered. Please print clearly in blue or black ink. You will be notified by mail of the committee’s decision at the address listed below and by e-mail at your Cowley College student e-mail address (C-Mail).

Name_________________________________________ Cowley ID________________________

Address ____________________________________________ Street or PO Box ____________
City __________________ State __________ Zip ___________

Phone No:___________ Major:____________________ E-Mail Address: ___________________

Is your intent to graduate from Cowley or transfer without graduating:________________________

I am appealing for my: ☐ financial aid (Contact the scholarship department for scholarship appeals)
I am appealing to be reinstated for the __________________________ semester.

Other than this incident, have you previously been placed on financial aid / scholarship suspension by Cowley or any other college? ______________ Have you previously filed an appeal? ______________

Steps You Need To Take

Step 1: Request official copies of all academic transcripts (if they are not currently on file) from accredited institutions that you have attended other than Cowley College.

Step 2: Write an explanation (preferably typewritten) indicating why you failed to maintain satisfactory academic progress during the previous semester. Include appropriate documentation to support your explanation including physician statement, statement from other professionals, obituary, etc.

Step 3: In addition, include how your situation has changed and what you will do to improve your grade point average and/or increase your completion rate in the coming semester.

Step 4: Submit this form, along with written explanation and appropriate documentation, to the Student Affairs Office, Cowley College, 125 South 2nd, Arkansas City, KS 67005.

Step 5: Be prepared to pay for any classes in which you are enrolled in the event your appeal is denied or a decision is delayed.

In an effort to improve your academic performance, please check if you are interested in receiving information about the support services available to Cowley students.

I verify that the information provided in this appeal is true and accurate. If my eligibility for federal financial aid is reinstated, I understand that I will be expected to make academic progress in the semester for which my appeal has been approved.

_________________________________ Date ________________________

Student Signature