

SUBMIT EARLY

2013-14 Financial Aid Appeal Process

Winter Term 2014

January 6 – March 21

If you find yourself in “unsatisfactory” academic progress **after** winter term 2014 grades are posted, you have the option to go through the Financial Aid Appeal Process to consider reinstatement of your aid. Appeals will be considered for students with extenuating circumstances. The assumption is that you will be appealing so that you can attend spring term 2014.

**Completed Financial Aid Appeal Forms will be accepted and reviewed:
March 11–27, 2014.***

**Financial Aid Appeals received on or after March 28, 2014 will be reviewed in date order, but if they are approved, it will be for the 2014-15 academic year.*

Financial Aid Appeal Committee

Winter Term 2014

January 6 – March 21

Financial Aid Appeal Committee dates for winter term 2014: If your appeal is denied and you want to meet with the committee, below are the drop-in dates for winter term 2014.

March 31 & April 1, 2014

Mornings: 9 a.m. – Noon. • Afternoons: 1 p.m. – 3:30 p.m.

A sign-up sheet will be available at the Financial Aid Office front counter. You will need to bring your completed Financial Aid Appeals Committee form and be ready to discuss with the committee your extenuating circumstances which prevented you from completing your coursework. **Be sure to have your form completed and all back-up documentation to support your situation.**

APPLY EARLY

Winter 2014 Petition to Extend Process

Winter 2014

January 6 – March 21

If you find that you have reached the maximum amount of credits (150%) while pursuing your degree at LBCC, you may file a Petition To Extend. Other reasons why you would be required to file a Petition To Extend would be:

- You have a bachelor's, master's or professional degree and would like to attend LBCC and receive financial aid
- You have attended other educational institutions and your intent is to transfer to LBCC and graduate with a degree
- You have changed majors and require additional credits to graduate with your new major

Important: Failure to file your Petition To Extend in a timely manner may result in interruption of your financial aid at LBCC.

HOW DO I FILE A PETITION TO EXTEND?

- Complete the Petition To Extend form (*provide an explanation of why you require additional credits to complete your degree at LBCC*)
- Provide a copy of your Degree Evaluation in DegreeRunner (*You may only complete one major while on financial aid*)
- Provide a Course Plan which has been reviewed and signed by your academic advisor (*you are required to meet with one in order to complete this form*)
- Do you have a BA, master's, or professional degree or have you transferred to LBCC from another educational institution with the intent of completing your degree at LBCC? If yes, please submit "official" transcripts to LBCC Admissions Office. Be aware that once the transcripts are received, you will need to complete an additional form called a Transfer Credit Evaluation.

Completed Petition-To-Extend forms will be accepted and reviewed:

March 11-27, 2014

****Petition To Extend forms received on or after March 28, 2014 will be reviewed in date order. If they are approved, it will be for the 2014-15 academic year.***

Linn-Benton
COMMUNITY COLLEGE

LBCC is an equal opportunity educator and employer.