

2025-2026

UNUSUAL ENROLLMENT HISTORY APPEAL**Student Name:** _____

Last

First

M.I.

ICC ID: _____

Your 2025-26 Free Application for Federal Student Aid (FAFSA) has been flagged for “unusual enrollment history” review by the U.S. Department of Education. A preliminary review of your academic history has indicated that you are not eligible for federal student aid due to excessive non-passing grades. Students that have been denied eligibility based on their unusual enrollment history (i.e. receiving Pell Grant but not earning any academic credit) are eligible to appeal the decision based on extenuating circumstances. Please keep in mind the following:

- Extenuating circumstances are unforeseen situations that are beyond a student’s control that created an undue hardship and hindered a student’s ability to earn credits in an academic term. Examples include, but are not limited to the death of an immediate relative, or severe personal injury or illness.
- Extenuating circumstances do NOT include: course difficulty, teaching style or disagreements with an instructor, marital status, work commitments, change in major, withdrawing from a course to avoid a bad grade, etc.
- The appeal review will take into consideration the Unusual Enrollment History form, all official academic transcripts, the student’s *typed* statement of extenuating circumstances for all semesters in which financial aid was received but academic credit was not earned and supporting documentation.
- Students awaiting an appeal decision are not eligible for financial aid and are responsible for making payment arrangements with the Bursar prior to enrollment.

INSTRUCTIONS TO APPEAL - For an appeal to be considered, please include ALL of the items listed below:

1. Attach a **typed explanation** for ALL semesters appearing on your transcript(s) in which you DID NOT earn any academic credits. Please see the definitions above for potential acceptable and non-acceptable reasons.
2. Provide **documentation** which supports the extenuating circumstances indicated in the typed explanation. The appeal *must* include dated documentation to support the reason of appeal and/or how these circumstances kept you from earning any academic credit. Letters from family members or personal friends are not acceptable. Lack of documentation could result in denial of your appeal.

APPEAL DECISIONS

- The appeal decision is final and cannot be appealed to the U.S. Dept. of Education.
- **Approval** - Student will immediately be eligible for federal student aid.
- **Denial** - Student is ineligible for federal student aid until the following criteria are met :
 - ✓ Complete with a letter grade of A, B or C, at least 12 credit hours toward your declared major during the “ineligible” period. These hours do not have to be taken within the same semester.
 - ✓ Not withdrawing (officially or unofficially) from any course.
- Minimum satisfactory academic progress requirements (i.e. 2.0 GPA, 67% pace rate, maximum timeframe /or successfully appealed). For more information on SAP requirements, visit: [Click here for more information on SAP requirements.](#)

CERTIFICATION AND SIGNATURE

By signing below, you affirm that the information submitted is true and correct to the best of your knowledge, and that you have read and understand the appeal process and the implications of appeal decisions.

WARNING: If you purposely give false or misleading information you may be fined, sentenced to jail, or both.

Student’s Signature: _____ Date: _____

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IMPORTANT

According to section 484(a)(4)(A) of the Higher Education Act of 1965, as amended, ICC has the authority to deny your continued eligibility for federal student aid based on unusual enrollment history. ICC's determination is final and cannot be appealed to the U.S. Department of Education.

Federal Student Aid eligibility.

- Approval of Continued Eligibility - If it is determined that your enrollment history includes earned academic credit you will be approved for continued federal student aid eligibility at ICC.
- Denial of Continued Eligibility - If it is determined that your enrollment history includes unusual activity *or* no earned academic credit you will be denied continued federal student aid eligibility at ICC.

Appealing the denial of continued eligibility.

If ICC denies your continued eligibility for federal student aid due to unusual activity *or* no earned academic credit, you may appeal this decision by contacting the Financial Aid Office. ICC's Unusual Enrollment History appeal processes includes: ensuring all transcripts from prior institutions have been submitted to ICC, submitting a typed written explanation of extenuating circumstances for all periods in which no academic credit was earned, and supporting documentation of those extenuating circumstances. Submitting an appeal is subject to approval by the institution and does not guarantee continued aid eligibility. The decision of the institution is final and cannot be appeal to the U.S. Department of Education.

Regaining federal student aid eligibility.

If your federal student aid eligibility is denied as a result of unusual enrollment history, you can be reconsidered for federal student aid once the following criteria are met:

- Completing with a letter grade of A, B or C, at least 12 credit hours toward your declared major during the "ineligible" period. These hours do not have to be taken within the same semester.
- Not withdrawing (officially or unofficially) from a course.
- Minimum satisfactory academic progress requirements (i.e. 2.0 GPA, 67% pace rate, maximum timeframe /or successfully appealed). For more information on SAP requirements, visit: [Click here for more information on SAP requirements.](#)