



## 2021-2022 Unusual Enrollment History Review

Student Name \_\_\_\_\_

Student ID \_\_\_\_\_

Your 2021-2022 Free Application for Federal Student Aid (FAFSA) has been selected for an Unusual Enrollment History Review by the U.S. Department of Education because you have received the Federal Pell Grant and/or Federal Direct Loans at multiple postsecondary institutions. This review will analyze your completed enrollment, earned academic credit, and federal student aid paid for the enrollment periods 2017-2018, 2018-2019, 2019-2020 and 2020-2021. The outcome of this review will determine your 2021-2022 eligibility for federal student aid.

**STEP 1: YOU MUST ATTACH AN UNOFFICIAL TRANSCRIPT FROM EVERY INSTITUTION YOU HAVE ATTENDED.**

**STEP 2: ATTACH A STATEMENT OF EXPLANATION FOR EACH INSTITUTION FOR WHICH YOU DID NOT EARN ACADEMIC CREDITS.**

If you failed to earn academic credit while receiving Federal aid, the U.S. Department of Education **REQUIRES** you to explain the circumstances which resulted in your failure to earn academic credits. Please submit with this form a typed statement which provides an explanation for your failure to earn academic credit at each institution where credits were not earned. Please refer to a situation that occurred during those academic terms in which you failed to earn credit.

**STEP 3: SUBMIT SUPPORTING DOCUMENTATION.**

Reviews submitted without documentation will be considered incomplete and you will not be eligible for financial aid. Circumstances are limited to the reasons below.

- Personal injury or illness** (must have occurred during semester(s) of academic difficulty)-Requires doctor's statement, hospital records, or accident/police report
- Death or serious illness of an immediate family member** (parents, grandparents, children, spouse, sibling)-Requires doctor's statement, hospital records or death certificate/obituary notice
- Employment changes**-Requires documents to show loss of job or other changes in employment
- Divorce or separation in the student's immediate family**- Requires divorce/separation documents or letter from attorney
- Failure to have a set academic goal/major or misunderstanding of school Satisfactory Academic Progress (SAP) standards**-May only be used as an excuse for one academic term during the years in question.
- Other**- Requires supporting documentation.

I hereby certify that all information on this form is true, complete and correct to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date