

Name _____ RCC ID _____

To be eligible for financial aid you must make Satisfactory Academic Progress toward completing your major. This includes maintaining at least a **2.0 cGPA and 66.67% cPACE**, and staying on track to complete your major within the maximum time frame (MTF), which is 150% of the program length.

Option 1: Extenuating circumstances resulted in academic progress issues (*check all that apply*):

- ☐ **Minimum cGPA** – I did not meet the minimum 2.0 cumulative GPA requirement.
- ☐ **Minimum cPace** – I did not complete 66.67% of my total attempted RCC credits.
- ☐ **Request reinstatement of previously voided Credit Extension Appeal (CEA)**

Attach a signed statement that includes:

1. What specific circumstances kept you from successfully completing your course(s)? **Sufficient circumstances** include things that are extenuating, unforeseen, beyond your control, & occurred during the term(s) in question. Include specific dates, details & documentation to support the facts.
2. Explain how you resolved the situation(s) that caused you to be unsuccessful. What steps have you taken to enable you to succeed in the future (e.g. tutoring or reduced course load)? What is your plan for future success?

Option 2 Credit Extension Appeal (CEA): Have or will exceed the 150% MTF before completing current major, or already earned a degree (*check all that apply*):

- ☐ I have already earned a degree. Mark which: ☐ Associate | ☐ Bachelor's (loans only)
- ☐ I need additional credits to complete my declared major.
- ☐ Special Admission Program: I must apply for admission to a specific RCC program and I am not yet admitted to that program due to needing prerequisites (eligible only for loans)

Include the following with this form:

1. **Signed statement:** What is your specific academic goal at RCC? Why do you need more time in school and/or another degree or certificate to complete your educational/career goal?
2. An **Official Degree Audit** (ODA) for the major you're appealing for ([request an ODA here](#))
3. **CEA Agreement:** If I receive financial aid through a CEA, I agree not to change my major, to enroll only in courses required to complete my major, maintain a cGPA of 2.0+, and to pass all attempted courses with at least a C- grade (or "P" for pass). Failing to meet these requirements will result in losing my financial aid. Initials: _____

Student Certification: *The information in this appeal is true and accurate. I understand the Financial Aid Office may request additional information to process this appeal and approval is not guaranteed.*

Student Signature _____ Date _____

TO SUBMIT DOCUMENTS: email your FinAid Advisor or come in-person to [Rogue Central](#) for fastest processing. [Find your FinAid Advisor](#) on our website.
Physical copies can be mailed to: 3345 Redwood Hwy | Grants Pass, OR 97527