



# Excessive Credit Hour Appeal

Arizona Western College  
Office of Financial Aid  
P.O. Box 929  
Yuma, AZ 85366-0929  
Phone (928) 344-7634  
FAX (928) 317-6420

## STUDENT INFORMATION (PLEASE PRINT)

Full Name (Last, First, MI.)	AWC ID #	Date of Birth
Home Phone #	Cell Phone #	Toro E-mail address

## IMPORTANT INFORMATION

The maximum time frame for completion of an Associate degree or a certificate at AWC is **96 credits**. This includes transfer credits and all semesters of enrollment (including summer semesters) whether or not financial aid was received. If you have reached the maximum credits and you have already completed an Associate degree or Certificate, OR if you have **already been denied an appeal** for excessive credits then you are no longer eligible for Financial Aid at AWC. Students waiting for an appeal decision should be fully prepared to assume responsibility for all tuition and fees, regardless of the final decision. This form must be submitted each semester.

### Appeal Process

Have you already completed an Associate degree or Certificate?:  YES  NO

Have you transferred any military credits to AWC?  YES  NO

Submit this completed form along with a copy of your Program Evaluation from your student planner account.

### What happens now?

- Financial Aid Department will calculate an adjusted number of credits based on the following criteria. Credits attempted **minus** ESL / CLEP / Developmental / Military (up to 30). These adjustments are for the sole purpose of determining financial aid eligibility and will not change your transcript.
- Financial Aid Department will determine whether student is taking classes corresponding to Program Evaluation.
- Financial Aid Department will notify student of appeal decision by email.

### AWC Excessive Credit Policy

Federal regulations {CFR 668.32(f) and 668.34} require a student to move toward the completion of a degree or certificate within an eligible program when receiving financial aid. Specific requirements for academic progress for financial aid recipients are applied differently than AWC Academic Standards. Federal regulations state that Academic Progress Standards must include a review of all periods of enrollment regardless of whether or not aid was received. The student must meet all of the following minimum standards to receive financial aid.

- Minimum 2.0 cumulative GPA.
- Minimum cumulative completion rate of 75% towards the declared degree/certificate.
- Student must NOT EXCEED maximum timeframe (150%) after which a degree/certificate must be granted.