Print Form

Whatcom COMMUNITY COLLEGE

Office of Financial Aid
2012-2013 Petition for Excess Program Credits

phone 360.383.3010 | fax 360.383.3011| 237 West Kellogg Road, Bellingham WA 98226 | ww.whatcom.ctc.edu

STUDENT INFORMATION

Student Name _____ Student ID Number _____

Phone Number _____ Social Security Number _____

E-mail Address _____

Background Information:
Students who are receiving financial aid have a **maximum time frame** for completing a program of study. To remain eligible for financial aid the student must be mathematically capable of completing their program of study within at least 150% (or 125% for State Need Grant) of the total number of credits that are required for their declared program (note: all program credits attempted are counted in this calculation). Students who are in this situation are considered to have "excess program credits."

Federal and State Regulations allow a financial aid administrator to consider an individual student's situation when unusual circumstances have caused the student to be in the status of "excess program credits" and on a case-by-case basis determine if the student's situation meets the standard for the use "professional judgment" to continue financial aid eligibility under carefully controlled circumstances so the student can complete their program of study.

The purpose of this petition is to provide WCC students who are in the status of "excess program credits" due to unusual circumstances a method to petition for an individual evaluation of their situation.

If professional judgment is used to grant additional financial aid eligibility a **Program Completion Plan** will be required. Student's then will only be allowed to take classes which are listed in their Program Completion Plan and the student must successfully complete each class. Failure to do so will cause the termination of future financial aid eligibility.

Instructions for Completing a Petition:
- ❑ Petition must be signed.
- ❑ Attach a signed statement which describes your "unusual circumstances" which caused your "excess program credits."
- ❑ Attach a copy of your Degree Audit (accessible through OASIS) for the degree or certificate you are completing.
- ❑ Attach a copy of current AAS or Professional/Technical WCC degree worksheets you have from prior advising sessions.
- ❑ Attach copy of "approved" Program Completion Plan (meet with Kelly Bashaw or Kathy Barnes to secure approved plan).

Decision Process:
Petitions are reviewed by the Director of Financial Aid and the Director of Advising. Please be aware that the process may take 6 to 8 weeks. Decisions are final and cannot be appealed.

CERTIFICATION

I certify that the information I have provided on this petition and in my personal statement is true and accurate to the best of my knowledge.

Student Signature _____ Date _____

OFFICE USE ONLY

EX			Received: