

UNUSUAL ENROLLMENT HISTORY REVIEW INFORMATION

WHAT DOES THIS MEAN?

Your 2017-2018 Free Application for Federal Student Aid (FAFSA) has been flagged for “unusual enrollment history review” by the U.S. Department OF Education because you received Federal Pell Grant funds at multiple education institutions during the review period of 2013-14, 2014-15, 2015-16 and/or 2016-17. This flag has been put into effect to prevent students from fraudulently obtaining Pell Grant monies and abuse of the Title IV student aid programs. It requires the Office of Financial Aid to review your enrollment history, along with documentation you provide and determine your federal financial aid eligibility.

STATEMENTS OF FAILURE TO EARN CREDIT & SUPPORT DOCUMENTATION

There are legitimate reasons that students do not earn academic credit. Legitimate reasons for failure would include; death in the family, serious illness, military obligation and family emergencies. Documentation for these instances would be a copy of a death certificate, documented hospitalization records and third party assertion letters.

DENIAL OF CONTINUED ELIGIBILITY

If it is determined that a student did not earn academic credit at one or more of the relevant institutions and an acceptable explanation and documentation for each of those failures was not satisfied, the student will be denied all Title IV funds (Pell Grant and Direct Loans) under the U.S. Department of Education regulations. A student may question and appeal the denial by writing a letter of appeal and presenting the letter to the Director of the Office of Financial Aid detailing the reason for academic failure and what has been remediated to ensure success in the future; however, the decision is not appealable to the Department of Education. A student must then find an alternative method to cover their program costs.

REGAINING AID ELIGIBILITY

Students who are denied continued Title IV and Pell eligibility may regain eligibility by successfully earning academic credit **after** completing one (1) payment period for student enrolled into semester hour programs.

A student must pass all the classes within the term with a grade of “C” or better; they cannot have received a W or W/F grade in any of the courses.

Eligibility for Pell Grant and campus-based aid begins in the *payment period/term* during which the student regained that eligibility. For Direct Loans, eligibility begins with the *period of enrollment* during which the student regained eligibility. Once students regain eligibility, the school will not back pay any Pell Grant for any payment periods/terms in which the student was required to self-pay.



**Office of Financial Aid
Unusual Enrollment History Verification Form**

Monroe Campus Phone 318-345-9003 Fax 318-345-9087

A notice has been received from the U.S. Department of Education regarding information from the National Student Loan Data System (NSLDS) showing an "unusual enrollment history" during your post-secondary education.

WHAT YOU SHOULD DO:

- **ALL SECTIONS MUST BE FILLED IN.** Enter a zero if the field does not pertain to you or your spouse.
- Submit the completed worksheet, plus copies of any additional documentation requested to the Office of Financial Aid.

STUDENT INFORMATION

Name _____ Student ID # _____
 Mailing Address (PO Box) _____
 City _____ State _____ Zip _____
 Best Contact Phone # _____ Date of Birth _____

PREVIOUS ENROLLMENT INFORMATION

List below all the universities, colleges, and technical/trade schools that you have attended since 2013 as well as the other information requested. In addition, unofficial transcripts from each of the institutions listed must be attached. You may utilize the National Student Loan Data System (NSLDS) at www.nsls.ed.gov to assist you in filling out the chart. You will need your FSA ID (username and password). If you do not have a FSA ID, select the Create a FSA ID tab.

Name of School Attended	Location (City, State)	Date of Attendance (MM - YYYY)	Received Pell (Yes or No)	Received Direct Loan (Yes or No)	Number of Credit Hours Attempted	Number of Credit Hours Earned

STATEMENT OF FAILURE TO EARN CREDITS

If you did not earn any credits at a previously attended institution, you must submit a typed and signed statement explaining why you failed to earn academic credit and provide third-party documentation to support your explanation. A separate statement must be submitted with attached supporting documentation for each institution you attended but failed to earn academic credit.

By signing below, I certify that the information submitted on and with this form is accurate and complete.

Student Signature: _____ Date: _____

For Office Use Only

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|---|---|--|-------------------------------------|
| <input type="checkbox"/> NSLDS Reviewed | <input type="checkbox"/> Pell received at LDCC | <input type="checkbox"/> Direct Loans received at LDCC | <input type="checkbox"/> Clear Flag |
| <input type="checkbox"/> All transcripts received | <input type="checkbox"/> Credit earned at institution | <input type="checkbox"/> Clear Flag | <input type="checkbox"/> Clear Flag |
| <input type="checkbox"/> All transcripts received | <input type="checkbox"/> Credit was NOT earned | <input type="checkbox"/> Statement w/doc | <input type="checkbox"/> Clear Flag |
| <input type="checkbox"/> Transcript(s) Missing | <input type="checkbox"/> Credit was NOT earned | <input type="checkbox"/> Aid Denied | <input type="checkbox"/> Aid Denied |

FA Advisor Signature: _____ Date: _____