



Dear Student:

Our records indicate that with your current coursework and potential registration for the next semester you have reached an aggregate of at least 80 credit hours attempted. This is a combination of your credit hours attempted at JCC and also includes any transfer credit you might have. In order for you to be eligible for future financial aid at Jefferson Community College you must complete the **Financial Aid 150% Review Form**.

**Further explanation of requirement:** According to federal regulations, financial aid recipients (including students receiving only student loans) must be able to complete your degree within the 150% point of required credits. For example, if you are enrolled in a program requiring 60 credits to earn the degree, you may lose eligibility once you have attempted over 90 credits.

**Next Steps:**

- **Complete the 150% form enclosed with this letter with your Faculty Advisor. Please note:** Your advisor does not have a copy of this form, so please bring this form with you when you meet. If you forget the form, it is available online, or you can stop by the Enrollment Services Office before your meeting takes place.
- Make sure that the graduation plan you have submitted reflects your current degree program. For example, if you are a Math/Science major who is planning on entering the Nursing program, but have not yet been accepted into the program, the degree plan you submit must be for the current Math/Science major. **The review form should list all of the courses that you need to graduate and the semesters in which you will take the classes.**
- You and your advisor must sign and date the form.
- If you are currently enrolled in coursework, your form may be delayed until final grades from the current term have been finalized.
- Submit to the Enrollment Services Center for review. Please allow 2-3 weeks for the form to be reviewed.

No federal financial aid for the upcoming semesters will be awarded until the review form is completed and approved. Federal financial aid includes student loans, Pell grants, SEOG grants and work-study. If you are graduating this semester and/or are not planning to return to Jefferson Community College in the future please email [financialservices@sunyjefferson.edu](mailto:financialservices@sunyjefferson.edu). And let us know, so that we can take you off of the notification list for this form. If you have any questions regarding this matter, please feel free to contact the Enrollment Services Office at 786-2437.

Sincerely,  
Enrollment Services

*~See Reverse Side~*

## Request for Review of Academic Record for Financial Aid Eligibility beyond the 150% Point

Students are expected to complete an associate degree by attempting no more than 150% of the credits required for the degree. For an example, a program requiring 60 credits for graduation must be completed in 90 hours attempted. When a student exceeds the maximum number of credits, the file will be reviewed for continued federal financial aid eligibility.

Name: \_\_\_\_\_ Campus ID: J\_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Expected Graduation Date (month/year): \_\_\_\_\_

Degree Program: \_\_\_\_\_ Concentration (if applicable): \_\_\_\_\_

The following is my plan for graduation. I expect to take the following courses in the indicated semesters in order to graduate by the date listed above **(list ALL courses required for graduation)**. I understand that I may modify this plan to take different courses as long as the new course selections fulfill a degree requirement. I will notify the financial aid office if my plan changes or I change majors.

Course	Semester	Course	Semester

**I understand that if I withdraw or fail any of the courses, I may lose my financial aid eligibility permanently at Jefferson Community College.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Advisors:** please sign below indicating that you have worked with this student to create a plan for graduation as outlined above.

Advisor signature: \_\_\_\_\_ Date: \_\_\_\_\_

This form will not be reviewed without an advisor's signature

**FOR FINANCIAL SERVICES OFFICE USE ONLY:**

Total Number of Attempted Hours: \_\_\_\_\_

Total Number of Transfer Hours: \_\_\_\_\_

Total Number of Earned Hours: \_\_\_\_\_

Cumulative Grade Point Average: \_\_\_\_\_

Notes: \_\_\_\_\_

Change of Major: \_\_\_\_\_ Sap Code: \_\_\_\_\_ Completion Rate: \_\_\_\_\_

Transfer credits: \_\_\_\_\_

Previous Degrees: \_\_\_\_\_

Financial Aid Action:      Approved    Denied    Signature: \_\_\_\_\_