

The U.S. Department of Education has indicated that you have had an unusual enrollment history while receiving federal financial aid funds. Students who have attended multiple schools and earned federal financial aid in a short period of time may have an unusual enrollment history. You must submit your completed Unusual Enrollment History Appeal with all required documentation listed below. Appeals submitted with missing documentation or without all prior college transcripts will be considered incomplete and will not be processed.

**STUDENT INFORMATION**

Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

**PRIOR COLLEGE TRANSCRIPTS**

Complete the table below and submit a transcript (official or unofficial) or a grade report for all institutions listed for the following academic years:

Academic Year	Institution(s) Attended	Did you earn credits? (Circle One)	
2023-2024		Yes	No
2022-2023		Yes	No
2021-2022		Yes	No
2020-2021		Yes	No

**EXTENUATING CIRCUMSTANCE**

**You will need to provide a signed statement of any situation that impacted your ability to successfully complete courses at prior institutions (listed above).** Documentation is needed to support the explanation provided. Example documentation could be: statements from academic advisors, employers, physician, attorney, obituary notice, police report, court-filed documents, etc. Appeals submitted without documentation will be considered incomplete and will be denied.

**CERTIFICATION STATEMENT**

My signature confirms that the information provided on and with this form is complete and accurate to the best of my knowledge. I certify that I have not knowingly or intentionally provided any false or fraudulent information.

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

**Checklist:**

- This UEH Appeal form
- Written statement
- Additional documentation
- Submit Transcript/Grade Report (Official or Unofficial)