



**FORT HAYS STATE
UNIVERSITY**

Financial Assistance Office

Custer Hall
600 Park Street

Hays, KS 67601
www.fhsu.edu/finai

Phone (785) 628-4408
Toll-free 1-800-628-
FHSU

FAX (785) 628-4014
finaid@fhsu.edu

Financial Aid Suspension Appeal

Last Name

First Name

FHSU ID Number

Mailing Address

City

State

Zip Code

Phone Number

Email Address

You have the right to appeal if you have failed to meet Satisfactory Academic Progress requirements. By appealing, you are requesting that your extenuating or unusual circumstances be considered in order to have your financial aid reinstated. Your appeal will be heard by the financial aid appeal committee to evaluate your academic record and determine if extenuating or unusual circumstances existed.

1. **Deadline:** An appeal will not be considered for the current semester after mid-term. Appeals to receive aid for prior semesters will not be considered.
2. If you owe a repayment or have enrollment holds, no appeal(s) will be considered.
3. Before an appeal will be considered, you must have a Free Application for Federal Student Aid (FAFSA) on file for the semester you are requesting financial aid, and you must not be academically dismissed from Fort Hays State University.
4. Print this form, complete the questions below and return this form in person or by mail to:

Financial Aid Appeals Committee
Fort Hays State University
Financial Assistance Office
Custer Hall Rm 306
420 Custer Drive
Hays, Kansas, 67601.

This form can also be sent by FAX to (785) 628-4014.

5. Once the above steps have been completed contact Crystal in the Financial Assistance Office at (785) 628-5870 to schedule an appointment with the Financial Aid Appeals Committee. If you reside out of state and only enroll in Virtual College classes, you may submit a written appeal* with this form.

Appeal is for (check one): Fall 20__ Spring 20__ Summer 20__ What is your major? _____

Name of faculty advisor: _____ Dept. _____

What is your anticipated graduation date? _____

Signature

Date

- * Written Appeal Requirements – Along with this form submit an essay written by you and please include the following:
- Factors leading to your Financial Aid Suspension.
 - Current employment status, including how many hours a week you work.
 - Your future academic plans at FHSU.
 - Address any Incompletes you may have. When will the Incompletes be completed?
 - If you were not enrolled at FHSU last semester, what have you been doing since your last date of enrollment?