



A	
Student	ID#
Address	Phone Number
Expected CSC Graduation Date	Semester Suspended
Semester Appealing For	

1. Explain or state the circumstances surrounding what has caused you to fail to make Satisfactory Academic Progress (SAP) or have reached Maximum Time Frame and the reasons for the basis of this appeal. Be as DETAILED as possible. Documentation can be provided if available. (Attach additional sheets of paper as necessary)

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Financial Aid Suspension Appeal

2. Describe the actions taken to prevent future recurrence of the lack of satisfactory academic progress.

3. What are your educational goals at Connors State College and/or beyond? Describe your degree plan.

4. Attach documentation to support the appeal. **Copies of unofficial transcripts and degree check are required for submission.** Include copies of additional documentation such as medical statements, academic records, etc., if applicable.

5. Submit this form and any documentation to:

Connors State College
Financial Aid Office
700 College Rd.
Warner, Ok 74469

OR

cscfinaid@connorsstate.edu

6. **I understand that the Financial Aid Office will not accept any Financial Aid Suspension Appeal that is incomplete or lacks documentation.** I am, therefore, submitting my complete Financial Aid Appeal. I understand that the financial aid office will only review a completed Financial Aid Suspension Appeal. Once a decision has been made, the Financial Aid Office will notify me of the appeal outcome.

Student Signature

Date



Financial Aid Suspension Appeal

Subject: Suspension Appeal Submission Requirements

Please be advised that all suspension appeals will be considered **incomplete** if the required documentation is not fully attached, submitted as **one PDF file**, and properly organized. It is very important that all documents are included and submitted in an orderly manner.

Please note that the **committee may request additional documentation** during the review process. Failure to provide any requested documentation may result in delays or denial of your appeal.

Once your appeal is complete and received, it will be forwarded to the committee for review.

Please complete the attached **Suspension Form** and carefully follow the instructions below when preparing your submission.

What to Include with Your Appeal:

- A fully completed Suspension Form
- A handwritten (wet) signature (*electronic signatures will not be accepted*)
- A detailed written explanation describing why you withdrew from classes or why you are currently on suspension
- A current degree check
- Your unofficial Connors transcript
- A personal letter explaining your situation
- A recommendation letter from a current or former employer, or from a school official, confirming that you are a good student and demonstrating your character and work ethic. Please note that letters **cannot be submitted by anyone affiliated with Connors State College or by a family member.**
- If applicable any additional supporting documentation :
 - Medical records
 - Court documents
 - Military documentation
 - Death certificates
 - Other relevant third-party documentation

Note: If your appeal is based on a **change of major due to improved employment or income opportunities** (for example, changing to a field such as nursing that offers higher earning potential in Oklahoma), please include a detailed explanation along with **supporting documentation** such as labor statistics, job outlook information, or news articles that demonstrate the increased earning potential in your new field.

👉 **Important:** Please ensure all documents are clear, legible, properly organized, and combined into **one PDF file** before submitting.



Financial Aid Suspension Appeal

How to Submit Your Appeal:

- Upload the completed Suspension Form and all required documentation using the secure upload link under the **Financial Aid** tab, **or**
- Bring the form and all supporting documents directly to the Financial Aid Office in **Muskogee or Warner**
- Email to the cscfinaid@connorsstate.edu