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

**Get Prior College Transcripts Evaluated by KC Registrar**

Ensure that all **official** academic transcripts for all colleges/universities attended during the review period have been forwarded to the Registrar’s Office. The review period is the **previous four academic years** prior to the year for which you are applying for aid. Unofficial transcripts will not be accepted for Unusual Enrollment History Appeals.

**The Financial Aid Office will review required official transcripts.** If you failed to earn academic credit while receiving Federal aid at prior institutions, you may be placed on Financial Aid Suspension by the KC Financial Aid Office. You will be notified of this status and given the opportunity to submit a suspension appeal in which you would need to explain and present documentation for why you failed to earn academic credit at the previous institution(s).

**Certification and Signature**

I certify by signing this document that all of the information on this form is complete and true. **Warning: If you purposely give false or misleading information, you may be fined, sentenced to jail, or both.**

Student Signature ________________________________ Date ________________________________

Electronic Signatures Will Not Be Accepted