



2023-2024 Unusual Enrollment History Form

Name

Last	First	MI
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Student ID

Date of Birth

VCCS email address

		_____@email.vccs.edu
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Your 2023-24 Free Application for Federal Student Aid (FAFSA) has been flagged for “Unusual Enrollment History Review” by the U.S. Department of Education because you received Federal Pell Grant and/or Direct Loan funds at multiple education institutions during the review periods of 2019-20, 2020-21, 2021-22, and/or 2022-23. The flag requires Reynolds Community College to review your enrollment history and determine whether or not you are enrolling only long enough to receive cash refunds of federal student aid. In the process of reviewing your enrollment history, Reynolds will check the National Student Loan Data System (NSLDS) to obtain a complete history including the names of institutions you have attended and the dates of attendance.

Please complete the steps below. This is an **appeal process** and there are no guarantees of an approval. Your application for financial aid will not be considered until you submit this form with ALL required documentation.

- A. Please provide transcripts (unofficial or official) from all institutions you received aid at during the 2019-20, 2020-21, 2021-22, and 2022-23 award years, with the exception of any community college you may have attended in the state of Virginia. All academic records provided must be legible and must be able to confirm whether or not you earned academic credit at each institution during the time you received financial aid. If you are unaware of where you received aid, you may log into Student Aid for assistance at www.studentaid.gov.

- B. If you did not earn any academic credit at one or more of the schools you received aid, provide an explanation for **EACH** of the schools where you did not earn any academic credit. Attach any supporting documentation (i.e., military obligations, police reports, medical documentation, etc.). The Office of Financial Aid will review your statement and supporting documentation to determine if you are eligible to continue receiving financial aid assistance. If your appeal is denied, you have the opportunity to contact the Office of Financial Aid and submit a subsequent appeal statement providing additional explanations. If your appeal is denied, you may also successfully complete six credit hours at the college in order to regain eligibility for financial aid. Please keep in mind that you would not be permitted to use financial aid to pay for these six credit hours.

Certification and Signature: I certify that the submitted information is true and correct to the best of my knowledge and belief. If asked by an authorized official, I agree to provide additional proof of the information provided on this form. ***I understand that purposely providing false or misleading information on this form may result in reduction or repayment of aid, fines and/or imprisonment in this and/or future years.***

Signature

Date

Students may fax this form to the financial aid office at 804-371-3739, email it to finaid@reynolds.edu or submit at the Office of Financial Aid at the Parham Road Campus or Downtown Campus, Advising Services at the Goochland Campus, or The Kitchens at Reynolds.