



CISCO COLLEGE

## 2023 - 2024 Satisfactory Academic Progress

Complete this form only after you have completed the 2023 - 2024 FAFSA and sent it to Cisco College. If this form is submitted and you have no FAFSA on file with Cisco College, the form will be deleted from the system.

### Student's Legal Name \*

First	Middle	Last
-------	--------	------

### Student Email \*

### Student's Social Security Number \*

XXX-XX-XXXX

Use the personal email address you use to communicate with Cisco College.

### Address \*

Address Line 1		
Address Line 2		
City	State	Zip Code

### Date of Birth \*

### Phone \*

Include Area Code

### Other Maiden Name used at Cisco College \*

### Have you attended Cisco College previously?

Yes  No

If none, type none.

### High School

## Previous Colleges

List previous colleges you have attended and submit transcripts to the Financial Aid Office. If none, type none.



+ Add Item

I have received a \*

High School Diploma



If you chose High School Diploma, indicate in which year below. If you chose GED, indicate in which State below. An OFFICIAL high school transcript with the graduation date or a GED must be submitted to Cisco College before any financial award is made.

Year of High School Diploma, State in which GED was earned, or None of the Above. \*

High School Transcript or GED

Upload

or drag files here.

Which semesters do you plan to attend? \*



Fall



Spring



Summer

Choose all that apply.

Upload your High School Transcript or GED here.

## Satisfactory Progress

To be eligible for federal Title IV aid at Cisco College, federal regulations require that a student must make satisfactory academic progress toward his/her degree or certificate in order to continue to receive federal Title IV aid. Failure to make satisfactory academic progress can result in a Warning period and, if not corrected, suspension from financial aid.

### Satisfactory Progress Standards:

There are three (3) federally mandated standards a student must meet to maintain satisfactory academic progress:

1. Quantitative Percentage (Attempted Hours/Earned Hours)
2. Lifetime Eligibility Used not to exceed 600%
3. Qualitative Measure (Cumulative Grade Point Average of 2.0)
4. **Cisco College allows student to change majors no more than 3 times.** The 150% calculation will be reset once the student has enrolled in and attended classes in the new major and will only include courses (credit hours) the student has taken that will apply to the new major.

## **Quantitative Percentage:**

Students must complete a minimum of 67% of the course work in which they are enrolled each semester. The chart below indicates the attempted credit hour totals and the number of credits that must be completed to meet this requirement.

## **Lifetime Eligibility Used:**

A student is allowed financial aid only for 12 semesters of equivalent to 600% lifetime eligibility. (Public Law 112-74) This provision applies to all Federal Pell Grant eligible students beginning with the 2012-2013 award year. ( All PELL awards are based on full time enrollment and will only pay for classes that count towards your degree. You do not have to be enrolled full time to receive a Federal Pell Grant. If you qualify, the Pell Grant will be pro-rated downward if you enroll in less than 12 semester hours.)

A student may:

- Decline all or a part of a Pell Grant Award
- Return, during an award year, all or part of a disbursement already made within the same award year

The student must provide a signed, written statement:

- Clearly indicating his/her decline/return of Pell Grant funds
- Acknowledge that funds may not be available at a later date

## **Qualitative Standard Grade Point Average:**

In addition to successfully completing 67% of their coursework each semester, students must earn a 2.0 grade point average (GPA) and maintain a cumulative GPA of 2.0 each semester thereafter. The dropping of courses, or complete withdrawal, will not reduce the number of hours that must be completed each semester to maintain satisfactory progress.

## **Financial Aid Warning:**

For students not meeting the academic progress requirements at the end of a semester, the warning period is the next semester (fall or spring) in which the student enrolls in classes. A student will be eligible for aid during the warning period, but must achieve satisfactory academic progress during the first warning period to return to good standing the next semester in which he/she enrolls.

## **Financial Aid Suspension:**

A student who does not make satisfactory progress during the first warning period will be suspended from all Title IV financial aid the next semester of enrollment until all satisfactory progress standards are met. A student who has financial aid suspended can return to a warning status only and cannot return to good standing.

- **How to Remove Warning** A student will return to good standing if he/she earns 67% of the same number of credit hours in which he/she was enrolled when the warning status occurred, if the cumulative grade point average is 2.0.
- **How to Remove Suspension** A student will return to warning status if while on suspension from Title IV aid he/she earns 67% of the same number of credit hours in which he/she was enrolled

when the suspension status occurred, if the cumulative grade point average is 2.0.

**Exceptions:** A student placed on financial aid suspension due to unavoidable or extraordinary hardships which may have influenced his/her ability to meet the satisfactory academic progress standards may appeal the suspension. Examples of unavoidable hardships include illness or injury of student or family member, separation or divorce, involved in accident or natural disaster, death in immediate family, or other personal problems that affected class participation and or grades.

- **Appeal Procedure** A financial aid suspension appeals packet must be obtained by the student from the Director of Financial Aid. The packet must be completed and submitted to the Director, and should include a written statement by the student with the appropriate supporting documentation explaining the reasons the minimum satisfactory academic progress standards were not achieved. The appeals committee and the Director may place conditions upon the receipt of any financial aid for those appeals where aid is reinstated. Students submitting documentation and completing the appeals process will be notified by the Director of Financial Aid of the results.

Director of Financial Aid

101 College Heights

Cisco, TX 76437

[linda.sellers@cisco.edu](mailto:linda.sellers@cisco.edu)

If the appeal is approved the student will be assigned a probation status and aid eligibility will be reinstated.

**Students are allowed only ONE appeal while attending Cisco College.**

To allow proper time for processing, appeals should be submitted by **no later than two weeks prior** to the first class day of the term. For further questions regarding the appeals process contact the Director of Financial Aid

## Student Statement

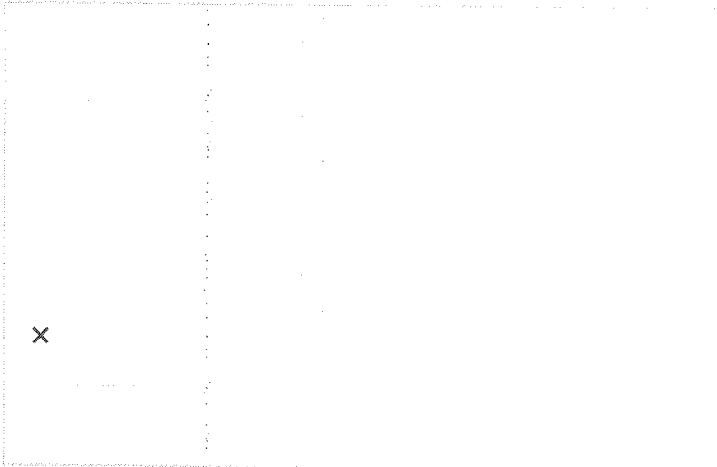
Initial for each statement below:

I understand that a drop, withdrawal, or unofficial withdrawal from my courses may result in a decrease of cancellation of financial aid awards..

Signature \*

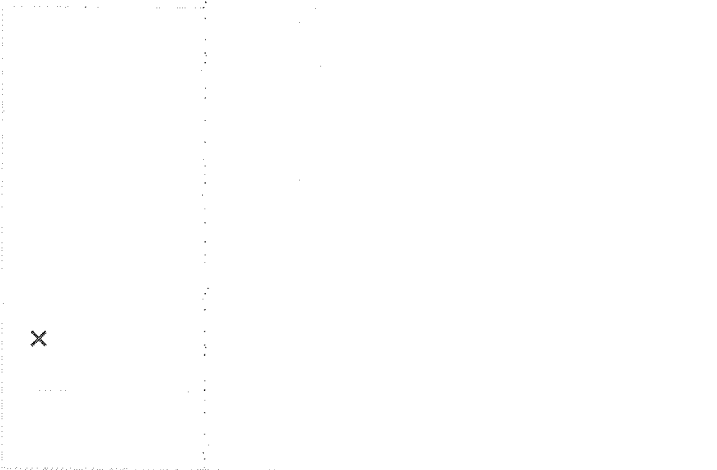
×

**I understand that I must maintain satisfactory academic progress toward the completion of my program of study as defined by Cisco College. Insert and format text, links, and images here.**



draw type

**I certify that I have read and understand the above Satisfactory Progress Policy relative to the receipt of financial aid at Cisco College.**



draw type

**Certification and Signatures**

**By entering the information and submitting the form, I certify that all the information reported on it is complete and correct, if you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

Student's Signature (Required) \*

Today's Date \*

mm/dd/yyyy



x

draw type

Student's Signature (required)

Estimated Family Contribution

If your application is complete and fully processed, an EFC will display in the upper right-hand corner on the first page of your SAR. On the electronic SAR, the EFC is located in the "Processing Results" tab. If your application is incomplete, your SAR will not include an EFC, but it will tell you what you need to do to resolve any issues in the "What You Must Do Now" section of your SAR in the "FAFSA Data" tab.

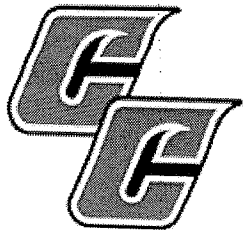
Insert and format text, links, and images here.

Complete this form only after you have completed the 2023 - 2024 FAFSA and sent it to Cisco College. If this form is submitted and you have no FAFSA on file with Cisco College, the form will be deleted from the system.

Submit

Action

Save



CISCO COLLEGE

# CISCO COLLEGE DROP COURSE REQUEST FORM

By submitting this form, I certify that I intend to drop the courses listed below. I understand that it is my responsibility to follow up with the Cisco College Dual Credit Department after completing this form to insure that the request has been received and to verify that appropriate changes have been made to my schedule. I also understand that any outstanding balance I may have accrued up until my class was dropped is my responsibility.

## Drop Fees

### Fall and Spring Semesters

Prior to the first class day	100%
During class days 1 to 15	70%
During class days 16 to 20	25%
After the 20th day of class	None

### Summer Semesters

Prior to the first class day	100%
During Class days 1 to 5	70%
During class days 6 and 7	25%
After the 7th class day	None

### Flex Entry and Non-Semester Length

Prior to the first class day	100%
After first class day	
Refer to table provided by Business Office	

A student may drop a course until a date four weeks before the start of final examinations. Students dropping courses will receive a grade of "W" for each course dropped.

School Year \*

Choose the current school year



Choose Semester \*

Fall



Student's Legal Name \*

First

Last

Student's Social Security Number \*

Student's Cisco College ID Number \*

High School - Be sure to choose your high school here. \*

Abilene



I wish to DROP the following Course(s)

**I wish to drop the following course(s)**

**Course Number**

The student must provide a reason for wishing to drop the course.

Course Number

Reason

Course Number

Reason

Course Number

Reason

Course Number

Reason

Course Number

Reason

Submit

Action

Save





CISCO COLLEGE

# CISCO COLLEGE DUAL CREDIT LETTER OF APPEAL

Any student who makes a D or an F in a class must write a letter of appeal to determine if they will be able to continue in the Dual Credit program. For example, if a student makes a D in HIST1301 and a C in ENGL1301, they must write the letter of appeal to continue in the program, not just the course. This is also required for CTE courses.

School Year \*

2022-2023

Choose Semester \*

Fall

Student's Legal Name \*

First

Last

Student's Social Security Number \*

Student's Cisco College ID Number \*

High School \*

Abilene

Course Title and Number \*

Type the Title and Number of the Course (Ex. Composition I ENGL1301)

Dear Mrs. Bralley,

First Paragraph \*

*In this paragraph, Explain what the student did or did not do to make a D or F.*

Second Paragraph \*

*In this paragraph, explain what the student intends to do differently to be successful in future courses.*

**Third Paragraph \***

*In this paragraph, explain why the student should be allowed to continue in Dual Credit classes.*

Sincerely,

**Signature \***

Type your full name here.

Submit

Action

Save



CISCO COLLEGE

## 2023 - 2024 Student FERPA

Complete this form only after you have completed the 2023 - 2024 FAFSA and sent it to Cisco College. If this form is submitted and you have no FAFSA on file with Cisco College, the form will be deleted from the system.

### Student's Legal Name \*

First	Middle	Last
-------	--------	------

### Student Email \*

### Student's Social Security Number \*

Use the personal email address you use to communicate with Cisco College.

### Address \*

City	State <input type="text"/>	Zip Code
------	----------------------------	----------

### Date of Birth \*

### Phone \*

Include Area Code

The Family Educational Rights and Privacy Act (FERPA) of 1974 is a federal law designed to protect the privacy of a student's educational record that are not considered "directory" information. Educational records, including financial aid and student account records, are considered confidential and will not be released without written consent from the student, except to the extent that FERPA authorizes disclosure without consent. For this reason, it is necessary for the Financial Aid Office at Cisco College to obtain permission from a student in order to release financial aid information not excluded by FERPA laws. For a full disclosure regarding FERPA, see \* below.

When a student reaches the age of 18 or begins attending Cisco College, FERPA rights transfer from the parent to the student. FERPA does not recognize spouses; therefore, spouses have no rights to a student's educational or financial aid records. Parents and/or spouses can obtain nondirectory information only with the written consent of the student.

In Accordance with FERPA, I

Signature \*

x

draw type

Student's Name

authorize the release of my financial aid records, to the individuals named below. This release only pertains to my financial aid records and does not allow the individuals below access to information from any other department or office except if it impacts financial aid eligibility and charges. The purpose of this disclosure is for them to assist me with the financial aid process.

I agree to waive my rights under FERPA and allow the below named person(s) access to my financial aid records. I understand I have the ability to revoke or modify this consent, in writing, at any time. You may enter as many as five persons.

Person 1

Name

Relationship

+ Add Person

Signature \*

Today's Date \*

mm/dd/yyyy



x

draw type

Student's Signature (required)

**Security Code \***

You must create your own 4 character SECURITY CODE. The security code should be numerical and should not be the last four digits of your social security number or your date of birth. You must provide this code to all individuals listed above.

**Estimated Family Contribution \***

If your application is complete and fully processed, an EFC will display in the upper right-hand corner on the first page of your SAR. On the electronic SAR, the EFC is located in the "Processing Results" tab. If your application is incomplete, your SAR will not include an EFC, but it will tell you what you need to do to resolve any issues in the "What You Must Do Now" section of your SAR in the "FAFSA Data" tab.

Complete this form only after you have completed the 2023 - 2024 FAFSA and sent it to Cisco College. If this form is submitted and you have no FAFSA on file with Cisco College, the form will be deleted from the system.

