Federal regulations require students enrolled in a degree, certificate, or diploma program must complete their program of study within a timeframe no longer than 150% of the published length of the educational program, as measured by attempted credits. Per these regulations, as soon as Piedmont Tech determines that a student will not complete their program within the 150% timeframe, the student becomes ineligible for financial aid.

You may appeal this decision by completing the Degree Evaluation – Program Assessment Appeal. All documentation described below should be attached to this appeal, or it will be automatically denied.

STEP 1: General Information
Semester/Academic Year in which you are requesting an appeal:
☐ Fall  ☐ Spring  ☐ Summer
Current Program: ____________________________

STEP 2: Reason for Appeal
What prevented you from completing your program or certificate within the 150% timeframe? Check all that apply.
☐ Changed majors: Previous major(s):___________________________________________________
☐ Took courses not required for major(s)
☐ Repeated courses because of failures and/or withdrawals due to extenuating circumstances.

STEP 3: Log into your Pathway account and print out a DegreeWorks degree audit for your current major. Attach the audit to this form and from the audit indicate:
- Number of hours required for current program: __________
- Remaining number of hours needed to complete degree: __________
- Expected Graduation Date: __________

STEP 4: Certification
- I understand that I am not making Satisfactory Academic Progress (SAP) and am therefore ineligible for all financial aid.
- I understand that if this appeal is approved, financial aid will ONLY PAY for the courses that are indicated on the degree audit. Questions concerning my degree audit should be directed to my academic advisor.
- I understand that by signing below I agree to fulfill my obligations and requirements, and that I am entering into a contract with the College to complete the above named degree and take only required courses.

**Electronic signatures cannot be accepted.**

Student’s Signature_________________________________________________________Date___________________

Piedmont Technical College | Office of Financial Aid | 620 N. Emerald Road PO Box 1467, Greenwood, SC 29646
Phone: 864-941-8365 | Email: financialaid@ptc.edu | Fax: 864-941-8599