



C O K E R
C O L L E G E

UNUSUAL ENROLLMENT HISTORY

Student Name _____ Student ID# _____ Term _____

To be completed by students who have an unusual enrollment history as determined by the Department of Education. **Incomplete forms will not be reviewed.** *If the Unusual Enrollment History information is approved, it will be for one term of enrollment. We will review your progress after the term to determine future Federal and/or state funding. You will be notified of the decision of this Unusual Enrollment History submission through your Coker email.*

Step 1 Request unofficial transcripts from all institutions that you have attended and received Federal Pell Grant and Stafford Loans funds during the 2012-2013, 2013-2014, 2014-2015, and 2015-2016 award years. **Attach the transcripts to this form.**

Step 2 Mark One of the below items.

- I received academic credits from all the institutions that I attended during the past four award years (Award years 2012-2013, 2013-2014, 2014-2015, and 2015-2016) as confirmed by my unofficial transcripts. ****Skip step #3**
- I did not receive any academic credits from one or all of the institutions that I attended during the past four award years (Award years 2012-2013, 2013-2014, 2014-2015, and 2015-2016). Proceed to Step #3

Step 3 If you did not earn any academic credit at a previously attended institutions (including Coker College), attach a typed or handwritten, signed and dated statement to this form explaining why you failed to earn academic credit. Submit a separate statement **for each** of the institutions which you attended but failed to earn academic credit. Also, attach documentation to support your statement(s). If needed, we will contact you to contact the previous institutions to provide their third-party statement/explanation.

Step 4 Fax or mail this form with the following attachments to the Office of Student Financial Planning.

1. Unofficial college transcripts (If Coker has a transcript we will use the one on file, but may request additional transcripts if needed.)
2. Typed & signed statement(s) (one for each school attended where you did not earn academic credit)
3. Documentation to support your signed statement(s)

I attest that this document and information submitted are true and correct. By signing this document I understand that requirements may be affixed to the Unusual Enrollment History approval for me to demonstrate during the designated approval term such as but not limited to: must complete 100% of attempted hours for the term; do not receive incomplete grades; and do not withdrawal from courses. Approval for one term does not guarantee approval for following terms. The student may be requested to complete an Financial Aid Academic Plan. Coker's decision is final and is not appealable with the U. S. Department of Education.

Student Signature

Date

Coker College

Office of Student Financial Planning | 300 East College Avenue | Hartsville, SC 29550
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