Leech Lake Tribal College
Academic & Financial Aid Appeal Form

Petition for:

Fall ____________  Spring ____________  Summer ____________

Student Information:

First Name: __________________ MI: _____ Last Name: _______________________________

Mailing Address: ________________________________________________________________

City: _______________________________  State: _________  Zip: _______________________

Phone/Message/Cell: _________________________________ _____________________________

Have you petitioned before?  Yes  No  When? __________________

When a student is placed on Academic Suspension, they must complete an Academic & Financial Aid Appeal/Petition Form to be reviewed by the Progressive Academic Student Success (PASS) Committee. Students must complete this appeal form in the following circumstances:

• The student has already stopped-out the required amount of time following suspension (one semester for the first suspension, one calendar year for the second suspension, and two calendar years for the third and subsequent suspensions).
• The student has been placed on academic suspension, but there are extenuating circumstances that impeded their academic performance and they would like to request the suspension be waived for the upcoming semester in order for them to demonstrate improved performance.

Students must submit the completed form to the Academic Success Counselor at least two weeks prior to the beginning of each semester. The PASS committee meets biweekly at which time appeals are reviewed.

Students will receive written notification of the appeal decision from the Academic Success Counselor after the PASS Committee has made recommendations.

OFFICE USE ONLY

PASS Committee Reviewed on: ____________________  □ Appeal Approved  □ Appeal Denied

Letter sent to student indicating decision on: _____________________________________________
Academic Assessment

What is your current Degree Plan/Program? ___________________________________________

What do you want to do after your graduate? ___________________________________________

In what classes have you had the most difficulties? _____________________________________

What campus resources have you used? _______________________________________________

What is your motivation for being in college? _________________________________________

Directions: Please take time to reflect on the questions below. During your meeting, you and your advisor will discuss the answers to the following.

CHALLENGES: In your own words, please describe the factors that contributed to your academic difficulties.
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

WHAT HAS CHANGED (With challenges): What actions have you taken to assist you with challenges? Or how circumstances have changed or are different regarding the challenges listed above?
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

STRENGTHS: In spite of difficulties, I am proud of the following (Include both academic successes and personal success over the past few months.).
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

RESOURCES: The following people or resources can provide me support as I move forward.
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
Please check the following areas that have been challenging recently.

<table>
<thead>
<tr>
<th>STUDY SKILLS</th>
<th>MAJOR/CAREER-RELATED ISSUES</th>
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<tbody>
<tr>
<td>____ Concentration easily broken</td>
<td>____ Difficulty with courses in my major</td>
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<tr>
<td>____ Difficult classes</td>
<td>____ Uncertain of academic/career goals</td>
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<td>____ Difficulty managing time</td>
<td>____ Unsure of interests, skills, and abilities</td>
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<td>____ Too heavy of a course load</td>
<td>____ Unsure of major choice</td>
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<tr>
<th>FAMILY/SOCIAL RELATED ISSUES</th>
<th>PERSONAL ISSUES</th>
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<tbody>
<tr>
<td>____ Adjustment to college</td>
<td>____ Balancing school, work, and/or family</td>
</tr>
<tr>
<td>____ Connection with other students</td>
<td>____ Financial difficulties</td>
</tr>
<tr>
<td>____ Home or family problems</td>
<td>____ Illness, health problems</td>
</tr>
<tr>
<td>____ Housing/roommate issues</td>
<td>____ Stress and/or anxiety</td>
</tr>
<tr>
<td>____ Other: ______________________</td>
<td>____ Substance abuse</td>
</tr>
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|                                                                 | ____ Other: ______________________

| PERSONAL EVALUATION: | However great our difficulties, there is always some degree of control that we have over the outcomes. Below is a place to sort out those items that are out of your control and those things you could have done differently over the past semester/s. |

<table>
<thead>
<tr>
<th>OUTSIDE MY CONTROL</th>
<th>COULD HAVE DONE DIFFERENT</th>
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My ideas for improving my academic performance next semester, including changes I have already made:

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

WITH YOUR ADVISOR, WORK AND DEVELOP YOUR ACTION PLAN FOR SUCCESS. GOAL SETTING AND ACTION PLAN FOR SUCCESS

Please list at least three goals you have identified to help you succeed this semester.

GOAL 1: _____________________________________________________

Action Steps:
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

GOAL 2: ___________________________________________________________

Action Steps:
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

GOAL 3: ______________________________________________________________

Action Steps:
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Cc: Academic File
    Financial Aid Office
    Academic Advisor