



## Unusual Enrollment History Review 2016-2017

Your 2016-17 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 Pell Grant funds and/or Federal Direct Loan funds at multiple education institutions during the review period: 2012-13, 2013-14, 2014-15, and 2015-16. The flag requires TSTC 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, TSTC will check the National Student Loan Data System (NSLDS) to obtain a complete history: the name of institutions you have attended, and the dates of attendance.

**Please complete the steps below.** Your application for financial aid will not be considered until you submit this completed form and required documentation. You will be notified via email of our decision.

\_\_\_\_\_  
Student's Full Name

\_\_\_\_\_  
Student's ID Number

Have you completed classes at TSTC since the 2011 school year  Yes  No?

**Step 1:** Obtain an official academic transcript from **all previously attended institutions**. Please address these official academic transcripts to the Admissions Office.

**Step 2:** List below the name of any education institution(s) at which you received Federal Pell Grant funds and/or Federal Direct Loan funds any time during the review period (2012-13, 2013-14, 2014-15, 2015-16) and did not receive any academic credit. If you need additional space, please attach a separate page. **Include your name at the top of each page.**

Name of College/University	Dates Attended	Pell Grant/ Direct Loan Received	Did you earn credits
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Step 3:** For each school listed in Step 2, attach a statement explaining the reason for your failure to earn any academic credit at that institution while receiving Federal Pell Grant funds and/or Federal Direct Loan funds during the review period. Attach any relevant documentation (i.e., medical bills, hospitalization records, accident reports, etc.) **Note: Documentation is required and must be official. Any personalized statements on your behalf must be notarized.**

**Step 4:** To clear this issue we will have all transcripts evaluated. You will not be eligible for financial aid until this is completed.

**By signing below, I certify that the information submitted on and with this form is accurate and complete.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

<b>OFFICE USE ONLY</b>	REVIEWED BY _____	REVIEWED DATE _____
____ All transcripts reviewed	____ credit was earned at each institution	____ No other concerns
____ Transcripts from _____	____ missing; transcript requested _____	
	SCHOOL	DATE
____ Credit not earned	____ Other: _____	

Clear Flag  
 Incomplete  
 Deny Aid