

# University of St. Augustine for Health Sciences

## 2024 – 2025 Unusual Enrollment History – Financial Aid Suspension

Use this form to appeal to University of St. Augustine if the U.S. Department of Education has suspended your federal financial aid eligibility due to Unusual Enrollment History (UEH). Suspension for Unusual Enrollment History means that within the past 4 award years, you attended multiple colleges, received Federal Pell Grant and/or Federal Direct Loan funds, and did not earn academic credit at one or more of your previously attended institutions in which you received these funds.

The U.S. Department of Education started the Unusual Enrollment History regulation process to determine if Federal Pell Grant and/or Federal Direct Loan recipients were enrolling with the sole purpose of collecting Title IV credit balances. The U.S. Department of Education recognizes that there may be legitimate reasons for the Unusual Enrollment History and gives the student the opportunity to appeal to the school. This rule applies even if the student is enrolled in a graduate program.

To make the determination of federal financial aid suspension, University of St. Augustine did the following in accordance with U.S. Department of Education regulations:

1. Reviewed your Federal Pell Grant and Federal Direct Loan history on the National Student Loan Data System (NSLDS) for the previous four award years (Ex: 24/25 FAFSA completed and flagged for Unusual Enrollment History – University of St. Augustine would review 2020-21, 2021-22, 2022-23, and 2023-24 award years for receipt of Federal Pell Grant and/or Federal Direct Loan funds).
2. Reviewed your enrollment and financial aid records to determine that you did not receive academic credit at one or more colleges you attended during those years in which you received Federal Pell Grant and/or Federal Direct Loan funding.

If you wish to appeal this determination, you must complete **ALL** the following steps:

- Sign this form in the space provided below.
- Provide a typed and hand signed personal statement explaining the circumstances that prevented you from earning academic credit for EACH school attended where academic credit was not earned. This office sent an email to your St. Augustine account with a list of the schools for which you will have to provide an explanation.
- Attach third party documentation to support your explanation. All third-party documentation must be date specific and address the circumstances that occurred during the timeline of EACH school attended where academic credit was not earned. University of St. Augustine reserves the right to verify all third-party documentation for legitimacy. Failure to substantiate your circumstances or lack of documentation could result in denial of federal financial aid. Examples of documentation include, but are not limited to:

- ◆ Letter from Instructor/Academic Advisor
- ◆ Medical Documentation
- ◆ Death Certificate (Obituaries/Funeral Programs are not acceptable documentation)
- ◆ Police Reports
- ◆ Insurance Claims
- ◆ Court Filed Documents

Submit this signed form, your personal letter, and third-party documentation to the Office of Financial Aid. You may submit all documents by fax 904-810-3725.

***I certify that all of the information provided is complete and correct. I understand that giving false or misleading information may result in a fine, being sentenced to jail, or both.***

\_\_\_\_\_  
Student Name (Printed)

\_\_\_\_\_  
Student ID/SSN

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date