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**PETITION FOR CONTINUATION OF FINANCIAL AID
WITH EXCESSIVE CUMULATIVE UNITS (OVER 90)
For a student seeking to transfer to a four year institution.**

Do not complete this petition if you intend to complete a Certificate, A.A. or A.S. Degree

Name: _____ Student ID: _____

Email: _____ Phone: _____

(We will respond to your petition by email. Allow 4 - 6 weeks) Date: _____

INSTRUCTIONS: YOU MUST MAKE AN APPOINTMENT IN COUNSELING, Building 700, (925) 424-1400 (THIS MAY NOT BE DONE ON A DROP-IN BASIS!). EOP&S and DSP&S students may meet with their respective program counselors. Bring this form with you. You must have official transcripts from previous colleges submitted to Las Positas prior to your counseling appointment **if** you intend to receive credit for them at Las Positas. The counselor will conduct a review of all prior coursework and will determine the remaining courses required for your transfer goal. Keep a copy of the required courses, and submit the completed petition to the financial aid office after your appointment.

PURPOSE OF PETITION: Federal regulations mandate that a student must complete his or her program in a period of time no longer than 150% of the school's published program length for a student enrolled fulltime, and must always be making academic progress toward graduation. Financial Aid applicants who have earned the equivalent of 90+ units in any prior college/university will not be considered for any additional time frame of eligibility at Las Positas College unless and until they have submitted official prior academic transcripts from their previous college(s); the evaluation of these prior units will be included in the petition process. A student may attempt a maximum of 90 semester units to complete his or her A.A./A.S. or transfer program, in accordance with the 150% regulation. Transferred-in units which count toward the current major are added to all attempted units at Chabot/Las Positas Community College district. Up to 30 total units of ESL or Basic Skills courses may be excluded from this 150% or 90 semester unit limit. To request consideration to continue receiving financial aid once this limit is reached, you must complete and submit this petition. **Approval for continuation of financial aid for students who have reached their 150% limit is dependent on the individual circumstances involved according to the petition, the courses remaining, the student's academic and financial aid history, and will be granted on a case by case basis only.**

Financial Aid applicants will be considered one time only for an appeal for an additional time frame of eligibility for federal aid once the 90 unit limit has been reached. Any second and subsequent requests for extended time frames will be denied with one exception: if the need for extended time is a result of the student having enrolled in fewer courses per term than originally expected and there were no courses taken which were not program requirements.

STUDENT STATEMENT: Explain why you have attempted or accumulated so many units without meeting graduation requirements. Address any special circumstances you believe we should be aware of that have affected your ability to complete your program on time, and your current plan for completing your required courses:
