



Financial Aid Office
 1001 Rogers St Columbia, MO 65216
 (800) 231-2391, ext. 7252 or (573) 875-7252
FinancialAid@ccis.edu

Financial Aid Appeal Information

When is an appeal form necessary?

If you have been suspended from financial aid you may submit a written appeal for reinstatement of eligibility if extenuating circumstances have contributed to your inability to meet the requirements for satisfactory progress. Extenuating circumstances include, but are not limited to, the following:

- Death of an immediate family member
- Severe injury or illness of yourself or an immediate family member
- Emergency situations such as fire or flood
- Legal separation from spouse or divorce
- Military reassignment or required job transfers or shift changes

Be Aware: There are two types of suspension—academic and financial aid. If you have questions regarding academic suspension, please contact your academic advisor. If you are unsure if your situation warrants a financial aid appeal, contact Financial Aid.

When and how will I be notified of the decision?

You will be notified of the results in your Columbia College CougarMail account. See chart below for notification dates. At certain times of the year, appeal forms are reviewed more frequently and you may receive notification of the decision earlier than the posted date below.

Important: appeal forms should be submitted as soon as possible.

Fall (August 2024-December 2024)		Spring (January 2025-April 2025)		Summer (April 2025-August 2025)	
If appeal document submission is received by:	Notification of decision sent by this date:	If appeal document submission is received by:	Notification of decision sent by this date:	If appeal document submission is received by:	Notification of decision sent by this date:
August 26, 2024	August 29, 2024	January 6, 2025	January 9, 2025	April 28, 2025	May 1, 2025
September 2	September 5	January 13	January 16	May 5	May 8
September 9	September 12	January 20	January 23	May 12	May 15
September 16	September 19	January 27	January 30	May 19	May 22
September 23	September 26	February 3	February 6	May 26	May 29
September 30	October 3	February 10	February 13	June 2	June 5
October 7	October 10	February 17	February 20	June 9	June 12
October 14	October 17	February 24	February 27	June 16	June 19
October 21	October 24	March 3	March 6	June 23	June 26
October 28	October 31	March 10	March 13	June 30	July 3
November 4	November 7	March 17	March 20	July 7	July 10
November 11	November 14	March 24	March 27	July 14	July 17
November 18	November 21	March 31	April 3	July 21	July 24
November 25	November 28	April 7	April 10	July 28	July 31
December 2	December 5	April 14	April 17	August 4	August 7
December 9	December 12	April 21	April 24	August 11	August 14

Will the appeal committee request additional documentation from me?

The Appeal Committee will not request additional supporting documentation when reviewing your submitted appeal. If you have additional supporting documentation that you want reviewed with your appeal, submit to the Financial Aid office as soon as possible after submitting your electronic [Financial Aid Appeal Form](#).

How will I know the Financial Aid Office received my appeal or additional documentation?

Appeal documentation will show as received in your **myPortal Self-Service Financial Aid "Required Documents" link**. If you marked 'YES' that you would be submitting additional documentation with your appeal form, the Committee will not review your appeal until those supporting documents are received. If you indicated "YES" that you would submit documents, but now do not want to send additional documents, please notify Financial Aid. We recommend you frequently check CougarMail for updates.