



115 South Street Middletown, NY 10940 (845)341-4190 fax (845)341-4194
1 Washington Center Newburgh, NY 12550 (845) 562-245 fax (845)220-4062
www.sunyorange.edu

Student Name _____ A# _____

Based upon data provided by the federal government through the National Student Loan Data System (NSLDS), your financial aid file has been flagged for potential Unusual Enrollment History. Per Federal Guidelines, SUNY Orange is required to review your enrollment history since you attended multiple institutions within a four-year period.

Your financial aid at SUNY Orange is now **placed on HOLD**. You will not receive any federal financial aid – grants or loans- until we are able to complete our review. In order for SUNY Orange to complete this review, you must:

- complete the SUNY Orange UEH form
- write a letter of explanation with supporting documents if you did not receive passing grades during the time periods in question.
- provide the Office of Admissions at SUNY Orange with an official transcript for each of the colleges you have attended since July 1, 2013 to resolve this matter.

Once we receive and review this information we will be able to determine your eligibility for federal aid for the 2017-18 award year.

Section #1 – Schools Attended

- You must provide the following information for each school you attended during the time frame listed.
- If you attended multiple schools during the indicated time frame, attach a separate piece of paper listing all schools you attended.
- You **MUST** attach an academic transcript from each school you have attended.
- Your file will not be reviewed until all transcripts are received with this form.
- If you fail to report a school that you attended during the indicated time frame or fail to attach a transcript, you may be denied financial aid at SUNY Orange.

Name of School(s)	Year Attended	Did you earn academic credits?	
		Yes	No
	2013-2014		
	2014-2015		
	2015-2016		
	2016-2017		

Section #2 - Extenuating Circumstances

If you have extenuating circumstances that prohibited you from earning academic credit, indicate your circumstances below and you **MUST** provide third party documentation to substantiate your claim.

- ☐ Death of an immediate family member (must include the relationship of family member to the student, copy of death certificate)
- ☐ Documented hospitalization or illness of self, child or parent (must include dates and a health care provider's decision, written on official letterhead, as to the student's readiness to return to school)
- ☐ Military Obligations (must include documentation from commanding officer)
- ☐ Victim of a crime or unexpected disaster (must include copy of police report, third party letters, etc.)
- ☐ Other (must include appropriate documentation)

I certify that the information reported on this form is true and correct. If requested, I agree to provide additional documentation to the Financial Aid Office.

Student Signature

Date

