

Loan Appeals

CSN Student Financial Services is committed to assist students in reaching their educational goal by providing access to responsible borrowing without increasing default rates. An institution of higher learning that reaches a default rate set as threshold by the U.S. Department of Education loses its eligibility to participate in Federal Student Aid Programs for three (3) consecutive years. There would be no financial aid available for that institution's students for three (3) consecutive years.

As part of its Loan Default Management Program, SFS requires students who have already borrowed in excess of \$20,000 in federal loans to file a Loan Appeal Form. This loan appeal is evaluated by the Loan Appeals Committee for approval or denial of additional loan funds. Students who are enrolled in the four-year Dental Hygiene program are excluded from this requirement.

Students who successfully file a loan appeal

- are registered in a minimum of 6 credits in the semester for which the appeal is filed
- meet or exceed Satisfactory Academic Progress (SAP), or have SAP appeal approval
- transferred credits earned at previously attended institutions to CSN
- enroll in classes required for degree completion
- complete remedial classes within the first 29 credits earned
- complete their general education requirements within the first 45 credits earned

The following documentation is required to appeal:

- Loan Appeal Form; all sections completed (nothing left blank) and signed
- Copy of the CSN Office of the Registrar's Transfer Credit Evaluation for previously attended Institutions of Higher Learning, if applicable
- Copy of Estimated Repayment Calculation reflecting borrowed amount
- Copy of Prospective Income after completion of degree pursued at CSN
- Degree Sheet signed by student and a Counselor/Academic Advisor matching the degree declared with the Office of the Registrar
 - Nursing students who have been admitted to the program must submit a copy of their Part/Full Time Track schedule
- Statement explaining the reason for requesting loan funds in excess of \$20,000

SFS needs to use time efficiently and effectively to meet the demands of a growing student population. It is the appellant's responsibility to ensure that her/his appeal is completely filled out and contains all required documentation. Non-compliance will result in automatic denial of the appeal. Processing time for loan appeals ranges from 2 to 4 weeks from the date of receipt. Students will be notified of the Loan Appeals Committee's decision via email and/or the MyCSN communications center.