

PROPOSED ACADEMIC PROGRAM:

1. Determine what courses remain to be completed in your academic program:
 1. Log on to MyNC. (If you do not have MyNC access, contact your academic dean’s office.)
 2. In the either section *Academic Profile* or *Advising Information*, select the link for *Program Evaluation*.
 3. Select your major, then select *Submit*.
2. A “degree audit” for this program which shows the courses you have taken and those you still need to take is displayed. Print the degree audit.
3. Using the degree audit, develop a proposed schedule of all remaining required courses.

Semester One: (*circle*) SU FA SP 20_____

Semester Two: SU FA SP 20_____

<i>Department</i>	<i>Course #</i>	<i>Credits</i>

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RESTRICTIONS

- Only courses required to complete your current academic program may be taken.
- Should the appeal be approved, you may not change your academic major or catalog year without permission of 1) a representative of your academic division, and 2) the Financial Aid Office.
- You must meet all other financial aid eligibility requirements.

CERTIFICATION: *All information reported here and on any supporting documentation is true and complete to the best of my knowledge. I understand that if I knowingly give, or allow others to give, false or misleading information to qualify me for federal student aid, I may be fined, sentenced to jail, or both.*

Student signature _____ Date _____
(Student must sign the form, electronic/typed signatures are not accepted)

Signature of academic representative _____ Date _____

NEXT: Schedule a meeting with a representative of your academic division. Take both pages of this appeal with you to the meeting and give them to the department representative.

