

# FINANCIAL AID REQUEST FOR EXTENSION

## INSTRUCTIONS

You are required to complete this process as part of your Financial Aid application because you have earned the equivalent of 120 or more quarter units of college credit at ALL colleges and universities you have attended. This form is a required part of your Financial Aid file in order to receive aid.

The Request For Extension is a **THREE-PART process**:

1. Fill out the Request for Extension Form and meet with a member of the Financial Aid Outreach Staff.
2. Take the Request for Extension Form and other required documentation to a scheduled academic counseling appointment or walk-in appointment for an education plan.
3. Return all required documentation to the Financial Aid Outreach Staff and await a decision from Financial Aid via e-mail.

## Exceptions

**Nursing program students:** If you are accepted into the Nursing Program bring a COPY of your LETTER of ACCEPTANCE and the Request for Extension form to the Financial Aid Satellite Office.

**Masters Program Students:** If you have a Bachelor's degree and a letter of conditional admission to a Master's program, complete the Request for Extension form and submit it to the Financial Aid Satellite Office.

# REQUEST FOR EXTENSION OF TIME FOR FINANCIAL AID ELIGIBILITY

Name: \_\_\_\_\_ SID: \_\_\_\_\_

Email Address: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

Please indicate your educational goal at De Anza College (check all that apply):

- Certificate
  - Associate degree without transfer
  - Associate degree with transfer to: \_\_\_\_\_
  - Transfer only to: \_\_\_\_\_
- What is your major? \_\_\_\_\_

## Please list all prior colleges, schools, or universities you have attended.

College Attended	Dates Attended	Units Earned	Degree Earned	Transcripts*

**\* Must be received & evaluated by Admissions & Records \***

Please describe below what you have studied previously, why you have not reached your goal already, and why you need additional time to complete your goal. Please be specific. Use additional sheets if necessary.

OFFICE USE ONLY: <input type="checkbox"/> Goal <input type="checkbox"/> Tests <input type="checkbox"/> Transcripts <input type="checkbox"/> Info <input type="checkbox"/> Loan <input type="checkbox"/> Exemptions
FAO Comments: _____ FAOSig/Date: _____
Counselor comments: _____
_____
_____
_____ CounselorSig/Date: _____