
Step 3: Complete an Academic Plan

- You must contact the Student Services/Advising office to schedule an appointment with a Student Services Advisor.
- At this appointment, the Student Services Advisor will work with you to develop an academic plan that you must follow to maintain eligibility for financial aid.
- Your academic plan and supporting documentation must be attached to your financial aid appeal form.

Step 4: Submit Your Documents

You must submit your completed Financial Aid Suspension Appeal Form, supporting documentation **AND** completed Academic Plan to the Financial Aid Office by the deadlines outlined in your Financial Aid Suspension notification. **Incomplete submissions, and/or appeals without supporting documentation, will not be accepted.**

My signature below confirms that I have completed the steps outlined above and that I understand the conditions of this appeal.

Signature: _____ Date: _____

Next Steps

- The Financial Aid Office will forward your appeal form and academic plan to the Dean of Student Development.
- The Dean of Student Development will review your documents and make a determination on your financial aid eligibility.
- You will be contacted in writing of the Dean's decision. **The decision of the Dean of Student Development is final.**
- If your appeal is denied and you have used financial aid to charge textbooks, you will be responsible for the book charges incurred.

Non-Discrimination Statement

It is the policy of Eastern Iowa Community College District not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, creed, religion, and actual or potential family, parental or marital status, as required by the Iowa Code §§216.6 and 216.9, Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C. §§ 1681-1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and Title II of the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.).

If you have questions or complaints related to compliance with this policy, please contact Debora J. Sullivan, Equal Employment Opportunity Officer/Equity Coordinator, Eastern Iowa Community College District, 101 West Third Street, Davenport, Iowa 52801, 563-336-3487, djsullivan@eicc.edu or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 West Madison Street, Suite 1475, Chicago, Illinois 60661-7204, phone number 312-730-1560, fax 312-730-1576, OCR.Chicago@ed.gov.

Return this worksheet & required documents to your Financial Aid Office.

Clinton Community College
Financial Aid Office
1000 Lincoln Blvd
Clinton, IA 52732
FAX 563-244-7117

Muscatine Community College
Financial Aid Office
152 Colorado St
Muscatine IA 52761
FAX 563-288-6104

Scott Community College
Financial Aid Office
500 Belmont Road
Bettendorf, IA 52722
FAX 563-441-4044