



**UNUSUAL ENROLLMENT  
HISTORY APPEAL FORM**

**OFFICE OF SCHOLARSHIPS AND FINANCIAL AID**  
601 S. Martin Luther King Jr. Drive, Winston-Salem, NC 27103  
Phone: (336) 750-3296 Fax: (336) 750-3297

Student Last Name

First Name

MI

Student ID

Your 2026-2027 FAFSA has been flagged for "Unusual Enrollment History Review" by the U.S. Department of Education because you received Federal Pell Grant funds and/or Federal Direct Loans at multiple education institutions during the review period of **2022-23, 2023-24, 2024-25 and 2025-26**. This flag requires Winston-Salem State University to review your enrollment history via the National Student Loan Data System (NSLDS) and determine whether or not you are enrolling long enough to receive cash refunds of federal student aid.

According to the NSLDS, you received Federal Pell Grant or Federal Direct funds, but we could not verify that you earned academic credit at the following institution(s):

**Academic Year** \_\_\_\_\_

**School Name** \_\_\_\_\_

**Academic Year** \_\_\_\_\_

**School Name** \_\_\_\_\_

**Academic Year** \_\_\_\_\_

**School Name** \_\_\_\_\_

**Academic Year** \_\_\_\_\_

**School Name** \_\_\_\_\_

**IF YOU EARNED ACADEMIC CREDIT**, you must obtain an academic transcript or grade report from **each** education institution(s) listed. The academic transcript or grade report must include the name of the institution. If any transcripts/grade reports are unclear, you will be required to provide an official academic transcript. Submit the transcripts to the WSSU Office of Scholarships and Financial Aid.

**IF YOU DID NOT EARN ACADEMIC CREDIT FOR EACH SCHOOL LISTED** you must include a typed explanation explaining the reason for your failure to earn any academic credit at that institution while receiving Federal Pell Grant funds during the review period. Please include your name and student ID# at the top of each page. Your application for financial aid will not be considered until you submit this completed form **and** all required documentation. You will be notified via e-mail of our decision within 30 days of completing these requirements.

Please check the circumstance that best describes why you failed to earn academic credit at **each** education institution(s) and provide the documentation listed below that category.

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**Personal Related Issues**

- Death certificates, obituaries of the family member(s)
- Letter from family member verifying circumstances.
- Copy of police reports of the incident

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**Health Related Issues**

- Signed letter from doctor.
- Medical record indicating date(s) of medical office or hospital visits.

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**Job-Related Issues**

- Letter of verification of employment printed on company letterhead.
- Statement from employer (printed on company letterhead) indicating your circumstances. List changes implemented that describe how the issue has been resolved and the timeframe affected.

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**Other Circumstances Not Listed**

- Provide appropriate documentation supporting your statement.

By signing below, I certify that the information submitted is accurate and complete. I understand that purposefully giving false or misleading information may lead to fines, jail, or both.

Student Signature

Date

UNUSUALENROLLMENTHISTORYAPPEAL  
OFFICE USE ONLY:

☐ All transcript/s reviewed      Credit was earned at each institution      No other concerns      ☐ Clear Flag

☐ All transcript/s received/reviewed      Credit not earned      Date student notified/Requirement added: \_\_\_\_\_

Date appeal reviewed: \_\_\_\_\_      ☐ Incomplete      ☐ Appeal Approved      ☐ Appeal Denied

Add'l Notes/Comments: \_\_\_\_\_

State reason for concern/denial:

REVIEWEDBY(FAA signature) \_\_\_\_\_      DATE \_\_\_\_\_

QCReviewer(FAA signature) \_\_\_\_\_      DATE \_\_\_\_\_