

**2023-2024**

**PETITION FOR EXTENSION (near or exceeds max time frame)**

**\*\*NOTE:** Students who have previously petitioned for extension may be required to complete an appeal form. However, if you have previously been approved or denied extension by the Appeals Committee, you are NOT ELIGIBLE to appeal a second time.

**INSTRUCTIONS FOR COMPLETING THIS FORM (see \*\*NOTE above BEFORE completing):**

1. Complete academic plan on Page 2.
2. Provide a statement on Page 3 detailing why you did not complete your program within the normal timeframe
3. Provide a copy of your Olympic College unofficial transcript.
4. Provide any supporting documentation you think should be considered (*optional*).  
(Incomplete applications may be delayed or denied).

**A. STUDENT INFORMATION [ PLEASE PRINT CLEARLY ]**

_____	_____	_____	_____
Last Name	First Name	ctcLink ID	For Official Use Only
_____	_____	_____	_____
Address	City	State	Zip
Phone: _____	Date first admitted to OC _____	Expected Completion (Quarter, year) _____	

OC EDUCATIONAL GOAL (*i.e. certificate, AA, AAS, ATA, BAS, etc...*): \_\_\_\_\_  
**Note!** Pre-reqs for another school are NOT eligible for financial aid; you MUST have an OC educational goal. If you do not have an OC goal, then you may attend OC at your own expense.

**B. MEET WITH ADVISOR TO COMPLETE AN ACADEMIC PLAN ON PAGE 2 OF THIS FORM**

**C. PETITION IS BASED ON THE FOLLOWING: (Check what applies)**

**\*\*NOTE:** As stated above, if you have previously been approved or denied an extension by the Appeals Committee, you are NOT ELIGIBLE to appeal again for extension.

- I am pursuing a new or second OC degree/certificate (new OC program of study): \_\_\_\_\_  
*NOTE: not all degrees or certificates are eligible for federal student aid; check with the Ranger Station if you are unsure.*
- I need additional time to complete my OC degree/certificate.

**D. I certify that I have an OC educational goal and that the explanation and information I have provided is true and correct.**

\_\_\_\_\_  
Student's Signature (required) Date

**Office Use Only**  
Petition:  Approved  Denied Reason: \_\_\_\_\_

Terms and Conditions: \_\_\_\_\_

Financial Aid Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_



2023-2024

# (35) PETITION FOR EXTENTION

Please provide a detailed reason(s) why you did not complete your program within the normal timeframe.

Received	Scanned	Posted
		Code: 35
		Form last updated: Dec22FM