



# ALMA COLLEGE

## Alma Graduation Commitment Application

Please see <https://www.alma.edu/about/the-alma-commitment/graduation-commitment.php>

By submitting this application you are initiating the process to be reviewed for the continuation of your current Alma grants, scholarships and awards into a term beyond your expected graduation date. This application and supporting documentation will be reviewed by the Graduation Commitment Committee. All decisions made by the committee are final. (Note: students who started prior to Fall 2013 do not qualify)

Student Name (printed) \_\_\_\_\_ ID# \_\_\_\_\_

Start Term \_\_\_\_\_ Credits left to complete \_\_\_\_\_ Expected Graduation Date \_\_\_\_\_

Phone number \_\_\_\_\_ Text Number \_\_\_\_\_ Email Address \_\_\_\_\_

I will be attending the following terms (check all that apply). *Indicate which term requires an extension of your Alma aid.*

- |                          |        |                 |                          |
|--------------------------|--------|-----------------|--------------------------|
| <input type="checkbox"/> | FA2019 | # Credits _____ | Declared Major(s): _____ |
| <input type="checkbox"/> | WI2020 | # Credits _____ | _____                    |
| <input type="checkbox"/> | SP2020 | # Credits _____ | _____                    |
| <input type="checkbox"/> | FA2020 | # Credits _____ | Declared Minor(s): _____ |
| <input type="checkbox"/> | WI2021 | # Credits _____ | _____                    |
| <input type="checkbox"/> | SP2021 | # Credits _____ | _____                    |

Please respond to the following questions and add any text you feel is necessary to explain. Did you:

1. Declare an academic major by the end of your sophomore year?
2. Remain in good academic standing according to the number of credits you completed each year?
3. Keep your grade point average at or above 2.0?
4. Meet with your academic advisor each term as you prepared your course selection for the upcoming term, and make sure your registration for classes was consistent with your advisor's plan?
5. Meet with the Registrar for your senior audit as you began your senior year?

Attach Documentation, including

1. A statement explaining your request for continuation of funding
2. How Alma College failed to offer a course in the sequence that you need it, thus requiring that you remain for an additional term at Alma.
3. Any supporting documents that may be helpful when the committee meets to determine eligibility
4. Be sure to have your advisor fill in Part II (over) or attach his/her assessment of the situation

\* **EXCEPTION:** Those majoring in Teacher education, Bachelor of Fine Arts, Nursing, and Health Care administration who are in need of one additional term beyond the standard four **do not** need to provide additional documentation at time of application. The 4.5 Year Graduation Commitment allows those majors to continue their Alma financial aid into the 4.5<sup>th</sup> term if the student has stayed "on track". If they request a term of aid beyond 4.5 years, however, they must fill in this request form.

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## TIMELINES AND IMPORTANT INFORMATION

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- Applications will be reviewed at least once a month.
- Decisions will be determined and communicated to applicants within two weeks of the meeting and a letter will be mailed and e-mail will be sent to your Alma account.
- We will reach out to your advisors and will also review your most current transcripts.
- Many sources of Federal and State aid may not be available or may be reduced for students entering a 5<sup>th</sup> term or year. These resources have aggregate limits that may have been met.

By signing this document I am giving permission for the committee to access my academic records and to speak with my advisor and other Alma College employees that may have information needed to reach a decision. I also understand that this application is not a guarantee that funding will be extended.

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**Signature**

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**Date**

**SUBMIT COMPLETED FORM TO THE FINANCIAL AID OFFICE: [finaid@alma.edu](mailto:finaid@alma.edu) or;**

**Alma College  
Financial Aid  
614 W. Superior St.  
Alma, MI 48801**

### **For the Academic Advisor**

Name (please print) \_\_\_\_\_

Do you believe that through no fault of the student, an additional term is needed for completion of graduation requirements?

Please explain the extenuating circumstances that lead the student to make the request.

What classes, requirements and credits necessitate an additional term for the student?

Please provide any additional information you feel may be relevant.

### **For the Registrar**

Please indicate the extenuating circumstances that you believe caused the student to require an additional term at Alma College.

If any additional information is available, please share here (or on an attached sheet).

If you have any questions, please contact Financial Aid (989-463-7347) or the CSO (989-463-7247).

Thank you.