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Financial Aid Office

## 2022-2023 Unusual Enrollment History

STUDENT NAME: \_\_\_\_\_ STUDENT CELL PHONE #: \_\_\_\_\_

ALBRIGHT E-MAIL: \_\_\_\_\_

The Department of Education recently informed us that your enrollment history while receiving federal financial aid funds is unusual. This status code triggers when students receive federal financial aid from multiple institutions over a period of time. The Albright College Financial Aid Office is required to collect information from you that clears this code. You must complete and submit this form with all documentation listed below for the following academic years: 2018-2019, 2019-20, 2020-21, and 2021-22.

### **Step 1: Obtain Federal Financial Aid History**

You may obtain your federal financial aid history by logging onto [www.nsldsfa.gov/nslds\\_SA/](http://www.nsldsfa.gov/nslds_SA/). Access the NSLDS system using your Social Security Number, last name, date of birth, and Federal Student Aid ID (FSA ID).

### **Step 2: Obtain Previous College Transcripts**

Copies of all college transcripts for the four years listed above must be attached. If you are unable to obtain an official transcript, you may submit an unofficial transcript or grade report from the institution. If a copy of your transcripts are on file with Albright College, select the appropriate box below. We will collect this information from either the Office of the Registrar, or from the School of Professional Studies. If you did not earn credit at any of the previous institutions, please continue to Step 3.

Academic Year	College/University	Official Transcript on File with Albright College	Transcript or Grade Report Attached
2022-23	<i>Albright College</i>	✓	

### **Step 3: Letter Explaining Circumstances**

If you failed to earn academic credit while receiving federal aid, you are required to explain the circumstances. Please attach to this form a typed, signed, and dated statement regarding your situation.

### **Step 4: Supporting Documentation**

It is important to submit documentation that supports your explanation. Examples of acceptable documentation are death certificates, job loss or update documents, or marital status change forms.

*I certify that all information provided or included with this form is true, complete and correct to the best of my knowledge. Statements or representations found to be false will be cause for denial, reduction, withdrawal and/or repayment of financial aid.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date