



Unusual Enrollment Petition

Minnesota North College
Financial Aid Office
1515 East 25th Street
Hibbing, MN 55746
Phone (Local): 218.293.6850
Phone (Toll free): 888.223.8068

Name: _____ Student ID / Star ID: _____

Address: _____

Email Address: _____ Phone: _____

The Federal Government has flagged your financial aid application for review of an unusual enrollment history. To receive a Federal Pell Grant, SEOG Grant, or Federal Loans, you must provide the requested documentation below.

Step 1.

Please list below all colleges you have attended in the last four academic years (2020-2021, 2021-2022, 2022-2023, and 2023-2024) and provide the Financial Aid Office with an academic transcript for each college you list.

- 1)
- 2)
- 3)
- 4)

Step 2.

Explain below your reason for withdrawing from any of the above-listed colleges. We may request additional third-party documentation to support your reason for withdrawing (example: a note from your physician, counselor, or academic advisor). The Financial Aid Office will follow up with you if this is necessary.

Student Signature: _____ Date: _____

OFFICE USE ONLY: Professional Judgement

Approved

Not Approved

Financial Aid Officer: Date:

Financial Aid Director: Date:

Reason:

Unusual Enrollment History Flag (GEN-15-05)

The UEH Flag is intended to address potential abuse in the Title IV student aid programs; specifically, when a student attends an institution long enough to receive a Title IV credit balance, leaves without completing the enrollment period, and then enrolls at another institution, repeating the pattern of remaining just long enough to collect a Title IV credit balance without earning any academic credit.

The UEH Flag on the ISIR indicates whether the student has an unusual enrollment history regarding the receipt of Federal Pell Grant and Federal Direct Loan funds. UEH Flag values of '2' or '3' generate a 'C' Code to indicate to institutions that the student's records must be reviewed.

UEH Flag value is '2': The institution must review the student's enrollment and financial aid records to determine if, during the four-award year review period (award years 2020-2021, 2021-2022, 2022-2023, and 2023-2024), the student received a Pell Grant and/or Federal Direct Loan at the institution that is performing the review.

- If so, no additional action is required. However, if the institution has reason to believe that the student is one who remains enrolled just long enough to collect student aid funds, the institution must follow the guidance that is provided below for a UEH Flag of '3.'
- If not, the institution must follow the guidance provided below for a UEH Flag of '3.'

UEH Flag value is '3': The institution must review the student's academic records to determine if the student received academic credit at the institutions the student attended during the four-award year period (award years 2020-2021, 2021-2022, 2022-2023, and 2023-2024). Using information from the National Student Loan Data System (NSLDS), the institution must identify the institutions where the student received Pell Grant and/or Federal Direct Loan funding over the past four award years (2020-2021, 2021-2022, 2022-2023, and 2023-2024).

Based upon academic transcripts the institution may already possess, or by asking the student to provide academic transcripts or grade reports, the institution must determine, for each of the previously attended institutions, whether academic credit was earned during the award year in which the student received Pell Grant and/or Federal Direct Loan funds. Academic credit is considered to have been earned if the academic records show that the student completed any credit hours or clock hours.

- **Academic Credit Earned:** If the institution determines that the student earned any academic credit at each of the previously attended institutions during the relevant award years, no further action is required unless the institution has other reasons to believe that the student is one who enrolls just to receive the credit balance. In such instances, the institution must require the student to provide the additional information discussed below under "Academic Credit Not Earned." If it is determined that academic credit was not earned at one or more of the previously attended institutions, the institution must follow the "Academic Credit Not Earned" guidance below.
- **Academic Credit Not Earned:** If the student did not earn academic credit at a previously attended institution and, if applicable, at the institution performing the review, the institution must obtain documentation from the student explaining why the student failed to earn academic credit. The institution must determine whether the documentation supports (1) the reasons given by the student for the student's failure to earn academic credit; and (2) that the student did not enroll only to receive credit balance funds.

Denial of Continued Eligibility

If a student did not earn academic credit at one or more of the relevant institutions and does not provide, to the financial aid administrator's satisfaction, an acceptable explanation, and documentation for each of those failures, the institution must deny the student any additional Title IV, HEA program assistance. The student must be provided with an opportunity to question and appeal the decision. The institution must also provide the student with information regarding how the student may subsequently regain eligibility.