Financial Aid Extension Request

MAXIMUM TIMEFRAME/GONZAGA GUARANTEE
Gonzaga is committed to supporting you as you complete your degree. However, there are policies and regulations that limit the amount of aid you can receive. The purpose of this process is to help us understand your educational goals. We will use the information you provide to determine your future aid eligibility. Our goal is to provide information about your financial aid options as you work towards graduation.

Use this form if you will not finish your undergraduate coursework within four years or two years for transfer students.

RELEVANT POLICIES:
- Satisfactory Academic Progress
- Gonzaga Guarantee

INSTRUCTIONS
- Apply for Graduation either on ZagWeb or in the Registrar's Office (CG229)
- Click here to visit the Academic Advising & Assistance Office online for more information about how to run or interpret a degree evaluation, and for step-by-step directions on creating an academic plan.
- Provide an “explanation of circumstances” in the space on the 2nd page of this form. Attach a separate piece of paper if necessary. The explanation should address the reasons you are unable to complete your degree. Mitigating circumstances may include the following:
  - Change of major
  - Transfer to Gonzaga
  - Nine semester Nursing Program
  - Teacher Certification
  - Combination of major for employability
  - Schedule conflicts
  - Medical conflict or ADA requirement
  - Other unusual circumstances
- Schedule an appointment with your advisor. You must meet with your advisor and secure his/her signature on the 2nd page of this form to have your request considered. Be sure to bring your prepared Degree Evaluation and Academic Plan and copy of your completed extension form to the appointment.
- Sign and submit the completed form along with any other corresponding documentation to the Student Financial Services Office – Crosby 001 or via email at finaid@gonzaga.edu.
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STUDENT INFORMATION

<table>
<thead>
<tr>
<th>Student Name:</th>
<th>ID:</th>
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<tbody>
<tr>
<td>Academic Major(s):</td>
<td>Minor(s):</td>
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<tr>
<td>Anticipated Graduation Date (mm/yy):</td>
<td>Advisor:</td>
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Provide a brief description of why you are requesting an extension of your financial aid; use a separate page if necessary:

_____________________________________________________________________________________________________________________________

_____________________________________________________________________________________________________________________________

ADVISOR COMMENTS

_____________________________________________________________________________________________________________________________

Advisor Signature                  Date

I certify that all information and documentation I have submitted pertaining to this extension request is accurate and true.

_____________________________________________________________________________________________________________________________

Student Signature                  Date