



Unusual Enrollment History Flag

The Department of Education has flagged your Institutional Student Information Record (ISIR) - the result of your application for federal student financial aid (FAFSA) -- with Unusual Enrollment History (UEH) with regard to the receipt of the Federal Pell Grant or Direct Loans. Such a flag requires a review to determine whether there are valid reasons for the unusual enrollment history. Institutions are required to take action to resolve the UEH issue before students with this flag can receive additional title IV program assistance. It must be clear that any assistance received was used only to meet educational costs and that fraud and abuse of the Federal Pell Grant or Direct Loan were not intended.

When a student receives a UEH flag schools must evaluate the enrollment and financial aid records it has on the student for the four year period in question. No additional action may be required if the student previously received Pell Grant at Bridgerland Technical College and completed appropriate competency hours. If the student did not attend Bridgerland during the four years in question or if any concerns remain, the institution must follow UEH guidance and review the student's academic and financial aid records from each of the schools attended during the four year period in question. Your Bridgerland enrollment and financial aid records have been evaluated. It is necessary for you to

Complete the following:

Within Two Weeks -- Obtain Your Academic Transcripts: It is your responsibility to provide academic transcripts or grade reports to the Bridgerland Financial Aid Office for each of the schools you attended and received Pell Grant or Direct Loan during the four years in question. *This is typically the four academic years prior to the current academic year. For example if the current academic year is 2017-2018 then academic transcripts or grade reports would be required from each school the student attended and received Pell Grant or Direct Loans during 2016-2017, 2015-2016, 2014-2015 and 2013-2014. If the student transferred to Bridgerland during the current academic year an academic transcript or grade report may be required for the current year as well. If you are uncertain, contact the Financial Aid Office at (435)750-3279, 750-3114, or 750-3204 to determine from which schools your academic transcripts must be obtained.*

- So long as academic transcripts show that academic credit was earned at **each** of the previously attended institutions where Pell Grant or Direct Loans were received no further action may be required. Resolution may be as simple as taking your transcripts to the Bridgerland financial aid office for evaluation.
- If academic credit was not earned at a previously attended institution and you have legitimate reasons for enrollment at multiple institutions without earning credit, you must provide documentation explaining why you failed to earn the academic credit and demonstrate misuse of funds was not intended. Third party documentation is required to support your claim(s).

AND...

Have Your Eligibility Determined: Take your transcripts and any other documentation to the Bridgerland Financial Aid Office. Submitted transcripts and documents will be evaluated and the Financial Aid Office may either approve or deny your continued eligibility for federal aid funds. You will be notified of your eligibility status in writing in a timely manner.

- If your eligibility is Approved Pell Grant at the College may be awarded and you may receive funds for the current academic year. An academic plan may be required. Any plan will be determined on an individual student case-by-case basis.
- If your eligibility is Denied you will not be awarded or receive Pell Grant funds for the current academic year. You may question and appeal any decision one time. Questions and appeals must be submitted to the College's Financial Aid Office in writing within 5 business days of the notice and must include documentation to support all claims. You may regain eligibility by satisfactorily enrolling, attending and completing competencies in your Bridgerland certificate program for the duration of one Payment Period (typically 450 hours). Immediately following the successful completion of the Payment Period you should visit the Bridgerland Financial Aid Office to have your eligibility reevaluated.
Funding may not be available for the Payment Period evaluated for eligibility.

The Department of Education guidance is provided in an effort to prevent fraud and abuse in the Federal Pell Grant and Direct Loan programs. If the College has any reason to believe that you are a student who remains enrolled just long enough to collect aid funds, the College must deny eligibility for any additional title IV program assistance (Pell Grant). Bridgerland will maintain record of determination(s) and reason(s) for any decision(s) made. Determinations of the College's Financial Aid Office are final and not appealable to the Department of Education.



*The information on this sheet is current at the time of publication but is subject to error or change without notice.
Created in reference to Comment Codes 359 & 360 with flag values 2 & 3 under direction received
from the Department of Education --- October 2014
Updated for four year "look back" rules April 2015 and further clarification January 2016
Updated September 2017 (BTECH)*