FAO Checklist: Unusual Enrollment History Flag, 2019-20  
(review period = academic years 15-16, 16-17, 17-18, 18-19)

Student Name__________________________________________ C# ____________________________

Flag # _____ ISIR transaction #________ Please Print and Attach NSLDS History for this student and list below:

<table>
<thead>
<tr>
<th>Institution Attended during Review Period</th>
<th>Dates Attended</th>
<th>Recd. Title IV?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FLAG 2  (Example: Student received federal student financial aid funds at three institutions in two award years.)

1. Did student receive Federal aid funds at Ivy Tech during the review period?
   _____ Yes (go to question 2)       _____ No (treat as a Flag 3: add UEH319 to RRAAREQ and send ROAMESG code UEH3)

2. Do you have any reason to believe the student remains enrolled just long enough to collect student aid funds?  
(Example at non-ITCC schools: odd Pell payment indicating an R2T4)
   _____ Yes (treat as a Flag 3: add UEH319 to RRAAREQ and send ROAMESG code UEH3)  
   _____ No (clear Flag – “1” on RRAAREQ, update RNARS20 and send ROAMESG code UEHA)

FLAG 3  (Example: Student received federal student financial aid funds at three or more institutions in review period.)

3. Via MIL and MyIvy (with link to UEH Splash Page), student is notified that academic transcripts or grade reports must be submitted for each institution attended during review period.

4. Upon receipt of UEH319 form and academic records, update RRAAREQ to “P”. Review to determine whether or not the student earned any credit hours at each institution.
   _____ Yes, student earned credit at all schools (go to question 5)
   _____ Unclear: if transcript/grade roster validity is questionable, require official transcript (update “UEH319” on RRAAREQ to Incomplete and send ROAMESG code UEHI, naming schools from which we need official transcript) Student must provide official academic transcript from:
   _____________________________________________________________
   _____________________________________________________________
   Until all transcripts have been received, keep “UEH319” status on RRAAREQ as Incomplete
   _____ No, student earned no credit at one or more schools while receiving Pell and did not satisfactorily explain reason or did not provide adequate documentation (deny federal aid – “2” on RRAAREQ and send ROAMESG code UEHB)

5. Do you have any reason to believe the student remains enrolled just long enough to collect student aid funds?  
(Example: odd Pell payment indicating an R2T4; Incompletes & Ws on transcript)
   _____ Yes (deny federal aid – “2” on RRAAREQ and send ROAMESG code UEHB)  
   _____ No (clear Flag – “1” on RRAAREQ, update RNARS20 and send ROAMESG code UEHA)

After making your decision, complete the “Office Use Only” section of the UEH Review form. See next page for suggested ROAMESG text.

Updated 11/2018
ROAMESG for a student whose UEH Review is **approved**: UEHA

We have completed our review of your prior enrollment history and determined that you meet the federal requirements for student financial aid consideration.

[insert other instructions here if the student still has other requirements to satisfy, or indicate the next steps he/she should take]

---

ROAMESG for a student whose UEH Review is **denied**: UEHB

We have completed our review of your prior enrollment history and determined that you do not meet the federal requirements for student financial aid consideration, due to your pattern of not completing courses while receiving financial aid in previous academic years.

To be reconsidered for federal student aid in the future, you will first need to meet with an academic advisor, enroll at your own expense for three academic terms only in courses that are required by your program, not drop or withdraw from (officially or unofficially) any courses after the term begins, and meet the College’s standards of Satisfactory Academic Progress (SAP). To review the complete SAP policy, please visit [http://www.ivytech.edu/financial-aid/SAP/](http://www.ivytech.edu/financial-aid/SAP/).

Upon completing the above requirements, you are welcome to reapply for financial aid. In the meantime, if you would like to become familiar with the various payment options available, including a tuition payment plan, we encourage you to consider the choices outlined at [http://www.ivytech.edu/business-office/](http://www.ivytech.edu/business-office/). Best wishes to you.