



*Florida State*  
 University  
 Office of Financial Aid

Name \_\_\_\_\_

Empl ID \_\_\_\_\_

Date \_\_\_\_\_

**2018-2019 SPECIAL STUDENT STATUS REQUEST (FASPSS)**

Our records indicate that you have requested or applied for Federal Financial Aid. However, you are currently listed as a Special (non-degree seeking) student at FSU. Federal regulations do not allow Special Students to receive financial aid except under the following circumstances.

**ALLOWABLE EXCEPTION:**

**Preparatory Course work:** Students who are not enrolled in a degree are eligible for Federal Stafford Loans or Direct Loans for a period of up to one year if they are taking courses that are necessary for them to enroll in an eligible program. These courses must be part of an eligible program offered by the school, although the student does not have to be enrolled in that program. For instance, a student who has already received a B.S. degree might need an additional 12 hours of specialized undergraduate biology and chemistry course work to enroll in a graduate program. If a student is enrolled at least half time in these **prerequisite courses** and the courses are part of an eligible program, the student is eligible for loans for one consecutive 12-month period beginning on the first day of the loan period for which the student is enrolled. **(Fifth year loan limits apply to coursework necessary to enter a graduate or professional degree. First year maximum loan limits apply to coursework necessary to enter into an undergraduate program. However, if the 12-month period represents more than one academic year, the student may receive multiple loans.)**

**SPECIAL NOTE: Students are required to submit this form each semester.**

**(Note: If the exception applies to your situation, have your Department Chair read, sign and submit this document to the Office of Financial Aid).**

**FOR DEPARTMENT USE ONLY**  
 Please read the exception above and complete the certification below.

I certify that this student meets the above stated criteria: \_\_\_\_\_ Yes \_\_\_\_\_ No

\_\_\_\_\_  
 Department Chair Signature                      Department Chair (Print)                      Telephone #

\_\_\_\_\_  
 Student Signature                      Date                      Department Name

**Special Student status does not exempt you from the Satisfactory Progress Standards established by Federal Regulation. Federal regulations have set maximum aggregate limits for each type of Federal loan program. These limits apply to all loans whether taken out as an undergraduate, special or graduate student.**