



1 College Place  
Claremont, NH 03743  
Phone: 603.542.7744 800.837.0658  
Fax: 603.543.1844

Keene Academic Center  
438 Washington St., Keene, NH 03431  
Phone: 603.357.2142  
Fax: 603.357.0408

Lebanon Academic Center  
15 Hanover St, Lebanon, NH 03766  
Phone: 603.443.4201

Website: [www.rivervalley.edu](http://www.rivervalley.edu)

Student Name: \_\_\_\_\_  
(printed)

Student ID: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Dear Student,

The United States Department of Education is requiring River Valley Community College to verify information regarding your **Unusual Enrollment History (UEH)**. The **UEH** is intended to address possible abuse in the Title IV Student Aid programs; specifically, when a student attends an institution long enough to receive a Title IV credit balance or refund, 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.

Your Student Aid Report (SAR) has been flagged and River Valley is required to collect information from you regarding your enrollment history at other colleges in order to determine your eligibility to continue receiving Title IV student aid.

- 1. Please submit the following College Academic Transcripts from:


- 2. You are also required to complete the following:  
A written explanation regarding why academic credit was not earned at the previous institutions.

- 3. Complete **one** of the enclosed *Identity Statement of Educational Purpose* forms.

Please contact us should you have any questions.

Sincerely,

The Financial Aid Team

**FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_

Received by: \_\_\_\_\_