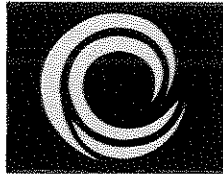


**CYPRESS**



**COLLEGE**

*Financial Aid Office*

*To: Spring 2008 Instructors*  
*From: Keith Cobb, Financial Aid Director*  
*Subject: Assistance Requested*

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Now, more than ever, your students are encouraged to seek financial aid. Applying for aid does not have to be complicated and should never be confusing. The Financial Aid Office plays a key role in serving your students so that learning is their focus instead of struggling with college affordability.

**As an instructor, your help with increased retention of students and improving college affordability is appreciated by inviting a Financial Aid representative to speak to your class.**

Presentations are typically 5–15 minutes depending on your preferences. A Financial Aid Specialist can visit your class at the beginning and speak briefly on our services and programs so that information can be disseminated and students can be directed to the appropriate contact for further assistance.

This invitation includes all evening classes. Please consider allocating 5–15 minutes this semester for this important service. Improved retention and success is possible with your assistance. If you have any questions, please contact me directly at (714) 484–7116.

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*PLEASE RETURN THIS PORTION TO KEITH COBB, FINANCIAL AID DIRECTOR, CCComplex*

**I would like to have a Financial Aid Representative speak to my class.**

**Instructor's Name:** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Department:** \_\_\_\_\_ **Best Time and Date:**  
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**Building Location and Room number:** \_\_\_\_\_