



2018-2019
SATISFACTORY ACADEMIC PROGRESS (SAP) APPEAL FORM

Student Information (PLEASE PRINT)

<i>Last Name</i>	<i>First Name M.I</i>	<i>EMPLID</i>	<i>XXX-XX</i>	<i>Social Security Number</i>
<i>Address (include apt. #)</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>	
<i>Date of Birth</i>	<i>E -mail Address</i>	<i>Phone Number (include area code)</i>		

Instructions

Step 1: Please answer all the questions and attach documentation to support the statement on your appeal (i.e.: **copy of death certificate, medical records, police reports, job termination letter, disability letter, etc.**)

1. Please describe in detail the extenuating circumstances that hindered you from complying with the SAP policy. You must address ALL semesters that contributed to you being placed on suspension. **SUBMIT SUPPORTING DOCUMENTATION COPIES ONLY-DOCUMENTS WILL NOT BE RETURNED. Statement must be typed.**

2. Please explain how the circumstances that contributed to you being placed on suspension have been resolved. How will you meet SAP standards in the future? **Must be typed.**

Step 2: You must meet with an Academic Counselor to make an academic plan. An academic plan assists you in meeting SAP requirements. If your appeal is approved you will be eligible to receive federal student aid provided you meet all the terms and conditions of your academic plan – **Sage Hall, Room 202; If ASAP student, – Nichols Hall, Room 118**

Step 3: Once you have obtained an academic plan, return Appeal form, academic plan with supporting documents to the Financial Aid Office **Colston Hall, Room 504.**

If you did submit your SAP Appeal during any of the Institution **Appeal Date** events. Submission of this appeal will be review within one week from the following dates:

- **Thursday June 28**
- **Monday July 9**
- **Tuesday July 17**
- **Wednesday July 25**
- **Thursday August 2**

If your appeal is denied, you will not be eligible for federal student aid, such as Pell grant, SEOG, Federal Work Study, Federal Perkins loans and Federal Direct loans. You will need to seek alternative financial resources to pay your tuition. Submission of this appeal does not guarantee approval. All appeals are reviewed by the College Committee on Financial Aid Standing. All appeal decisions are final.

I have read and understand the appeal process and the SAP requirements (***See also chart on the back***). I hereby attest that everything I have stated on this appeal form is true and accurate to the best of my knowledge.

Signature _____

Date: _____

Credits Attempted	Complete	Percent	GPA		Credits Attempted	Complete	Percent	GPA
0	0	0%			46	22	46%	2.00
.5 - 1	0	0%	1.50		47	22	46%	2.00
2	0	0%	1.50		48	23	46%	2.00
3	0	0%	1.50		49	23	46%	2.00
4	0	0%	1.50		50	23	46%	2.00
5	0	0%	1.50		51	26	50%	2.00
6	0	0%	1.50		52	26	50%	2.00
7	0	0%	1.50		53	27	50%	2.00
8	0	0%	1.50		54	27	50%	2.00
9	0	0%	1.50		55	28	50%	2.00
10	0	0%	1.50		56	31	54%	2.00
11	0	0%	1.50		57	31	54%	2.00
12	0	0%	1.50		58	32	54%	2.00
13	0	0%	1.75		59	32	54%	2.00
14	0	0%	1.75		60	33	54%	2.00
15	0	0%	1.75		61	35	56%	2.00
16	2	10%	1.75		62	35	56%	2.00
17	2	10%	1.75		63	36	56%	2.00
18	2	10%	1.75		64	36	56%	2.00
19	2	10%	1.75		65	37	56%	2.00
20	2	10%	1.75		66	39	58%	2.00
21	4	15%	1.75		67	39	58%	2.00
22	4	15%	1.75		68	40	58%	2.00
23	4	15%	1.75		69	41	58%	2.00
24	4	15%	1.75		70	41	58%	2.00
25	4	15%	2.00		71	43	60%	2.00
26	6	20%	2.00		72	44	60%	2.00
27	6	20%	2.00		73	44	60%	2.00
28	6	20%	2.00		74	45	60%	2.00
29	6	20%	2.00		75	45	60%	2.00
30	6	20%	2.00		76	48	62%	2.00
31	8	25%	2.00		77	48	62%	2.00
32	8	25%	2.00		78	49	62%	2.00
33	9	25%	2.00		79	49	62%	2.00
34	9	25%	2.00		80	50	62%	2.00
35	9	25%	2.00		81	53	65%	2.00
36	13	35%	2.00		82	54	65%	2.00
37	13	35%	2.00		83	54	65%	2.00
38	13	35%	2.00		84	55	65%	2.00
39	14	35%	2.00		85	57	67%	2.00
40	14	35%	2.00		86	58	67%	2.00
41	18	43%	2.00		87	59	67%	2.00
42	19	43%	2.00		88	59	67%	2.00
43	19	43%	2.00		89	60	67%	2.00
44	19	43%	2.00		90	61	67%	2.00
45	20	43%	2.00					