

2022-2023 SATISFACTORY ACADEMIC PROBATION APPEAL

Please complete this form **before** you meet with an academic advisor in Student Services. Be prepared to have a thoughtful conversation with your advisor about a plan that will help you be successful. In order to become eligible for Federal Financial Aid again you must successfully complete this appeal and comply with all recommended courses of action outlined by the academic advisor and the Standards of Academic Progress (SAP).

Student ID Number: _____

Name: _____

Steps:

1. Complete this satisfactory academic appeal form.
2. Type or write on a separate sheet of paper your explanation of:
 - a. The circumstances that caused you to be unsuccessful, specifically addressing the last 2 quarters where you have failed to make Satisfactory Academic Progress.
 - b. What changes you will make to ensure that you are successful going forward. Please give specific information.
3. Meet with a Student Services Academic Advisor no later than the *second day* of classes. Bring this completed satisfactory academic probation appeal form and your explanation to the appointment.

Please note:

- Standards of Academic Progress state that you may not appeal in consecutive terms.
- Failure to meet with your academic advisor for your mid-term appointment will result in termination of your Federal Financial Aid even if you pass your classes.
- If your appeal is granted, your advisor will set several requirements that you must complete during your appeal term. Failure to meet any of the requirements results in termination of your Federal Financial Aid.

By signing this form, I certify that all information reported is true and accurate. I agree to abide by all the conditions as described.

Student Signature

Date

I have reviewed and approved this appeal.

Academic Advisor Signature

Date

Scheduled mid-term appointment

Date and Time

Did student attend mid-term appointment and complete Grad Plan ? Yes No

Date