

Satisfactory Academic Progress Appeal Form

Students may appeal the loss of their financial aid eligibility if it was caused by unusual mitigating circumstances. These circumstances include, but are not limited to, sudden illness of the student or an immediate family member, death of an immediate family member, or other unusual circumstances.

Once this appeal form has been completed, please submit it to the financial aid office with your supporting documentation. Appeals submitted without supporting documents will be **denied**.

Section A: Student Information

Last Name		First Name	MI	Student ID#
Address				Social Security Number
City	State	Zip Code	Area Code and Phone Number	

Please check the term you would like to utilize the appeal (**CHOOSE ONE TERM ONLY**) and fill in the appropriate year.

Fall 20____

Spring 20____

Summer 20____

Section B: Reason for Failure to Meet Progress Standards

- ___ Completion Rate
 ___ Grade Point Average
 ___ 150% Maximum Timeframe

This appeal is based on the situation(s) checked below:

- Personal illness or illness of an immediate family member. Please attach statement from a family physician attesting to the medical condition.
- Death of an immediate family member. Relationship: _____
 Please attach a copy of the obituary or the death certificate.
- Other unusual mitigating circumstances. Please provide a written explanation and supporting documentation (i.e. court records, police reports. Letter from counselor or other unbiased third party, etc.)

Issues with instructor(s)/course(s), job conflicts, misuse of time management, transportation problems, or child care conflicts **DO NOT constitute as unusual mitigating circumstances and will not be considered.

