

Satisfactory Academic Progress Appeal Form

Name: _____

Date: _____

Student ID: _____

Semester: _____

Please read carefully and choose one of the following appeal options:

IMPORTANT – An appeal must be complete. The appeal submission deadline is the census date of the term. An appeal that is submitted after the census date of a term will be considered for the next enrollment period. (Census date is typically 14 days from the first day of the term)

FINANCIAL AID REMOVAL DUE TO GPA OR COMPLETION PERCENTATGE (PACE) APPEAL:

Initial Each

_____ I have provided a signed & typed, or neatly hand-written, detailed letter that includes the following:

- Must explain the reason you have not met Satisfactory Academic Progress requirements.
- Must give a detailed description of the actions you have taken, and resources you will take advantage of, to correct the situation that will allow you to be academically successful during the next period of enrollment.

_____ I have read and agree to all guidelines for appealing SAP at www.northeaststate.edu/financialaidforms

MAXIMUM TIMEFRAME OR PRIOR DEGREE/CERTIFICATE APPEAL:

Initial Each

_____ I have provided a signed & typed, or neatly hand-written, detailed letter that includes the following:

- Must explain the reason you have exceeded the maximum timeframe requirements, or the reason you wish to pursue another degree/certificate, with specifics on how it will benefit your education and career goals.
- Must give a detailed description of the actions you will take to ensure completion of your program of study.

_____ I have requested a signed degree audit be submitted to the Financial Aid Office.

- We recommend that you meet with your Academic Advisor to review your academic plan.
- To request a degree audit from the Advising Resource Center (ARC) go to:
www.northeaststate.edu > Campus Resources > Advising Resource Center > Forms > Request for Degree Works Audit for SAP. The ARC will deliver this to the Financial Aid Office on your behalf within 2-4 business days.

_____ I have read and agree to all guidelines for appealing SAP at www.northeaststate.edu/financialaidforms

I certify that the information reported on and submitted with this appeal is complete and correct.

Student Signature

Phone Number

Date