

Satisfactory Academic Progress Appeal Form

Section 1: Student Information

Name: _____

Student ID: _____

Email Address: _____

Phone Number: _____

Section 2: Suspension Information

Semester I wish to return: Fall Semester 2023 Spring Semester 2024 Summer Session 2024

Appeal Deadline Dates	Fall Semester 2023	Spring Semester 2024	Summer Session 2024
	09/18/2023	02/02/2024	06/14/24

Type of Suspension:

Financial Aid Suspension (Cumulative GPA and/or Credit Completion Rate below minimum standards)

Maximum Timeframe If this is the only item marked, please provide a typed detailed statement explaining the circumstances that have affected you from graduating. You can skip Section 3 but complete Section 4.

Section 3: Appeal Information

1. Attach a typed detailed explanation of the extenuating circumstances and how those circumstances affected your progress. Be sure to address your progress in all terms where your progress was not satisfactory. The statement should also include what has changed since then to ensure your success.
2. Attach appropriate supporting documentation. Examples include:
 - Personal physical health or mental health issue – Attach a signed statement on letterhead from your provider with dates of onset and current status
 - Death in immediate family – Attach a copy of the death certificate or obituary, with notation of your relationship to the deceased
 - Family/Relationship Crisis – Attach court or legal documentation as well as resolution/current status
 - Job Loss – Attach unemployment verification or termination notice from employer
 - Other extenuating circumstances or unusual circumstances – Attach appropriate documentation
3. Attach a copy of your Grad Plan from eServices. Access your Grad Planner at eServices, Academic Records, Degree Audit, Plans (next to the Audits button). Make sure that your advisor adds a comment with their signature and date to document their assistance.

Section 4: Student Certification

I understand by signing this form I am certifying that the information provided is true.

Student Signature: _____

Date: _____