

Turtle Mountain Community College-Financial Aid Satisfactory Academic Progress (SAP) Appeal Form

In order to appeal the denial of Financial Aid due to failure to maintain Satisfactory Academic Progress, you must complete this form and attach the required documentation. Forms lacking appropriate documentation will be regarded as incomplete.

Please read and complete this application carefully.

Last Name _____ First Name _____

Telephone # _____

Student ID# _____

Email Address: _____

Please indicate the semester for which the appeal is to be considered.

_____ Fall 2016-2017

_____ Spring 2016-2017

_____ Summer 2016-2017

Complete the following information regarding your degree.

Major _____

Expected Date of Graduation: _____

Have you received a previous appeal?

_____ No _____ Yes (Indicate the semester of the previous appeal) _____

Types of Appeals

Please check the appropriate category (More than 1 category may apply)

_____ GPA – If this appeal is based upon your cumulative grade point average, you must address the issue of why you did not complete a cumulative grade point average that was meeting satisfactory academic progress.

_____ Ratio – If the ratio of hours attempted to hours passed (earned) is less than required (67%), you must address why you enrolled in courses and did not complete them, such as classes that you withdrew from or stopped attending.

_____ Time Frame (150%) – If your appeal is based on exceeding the specified total of attempted credit hours for the completion of your degree plan, you must address why you enrolled in a greater number of credit hours that was needed. Please indicate if you have changed majors.

_____Medical: If a medical problem contributed to the failure to maintain satisfactory academic progress, attach documentation from a medical professional from whom you have received advice of treatment.

_____Death/Illness: If the death/illness of a family member or close friend contributed to the lack of academic progress, please attach appropriate copies of medical records, death certificates, obituary, etc.

_____Other Circumstances: Please clearly state the circumstances (not listed above) and provide appropriate documentation.

***All mitigating circumstances must be documented.**

Please provide the committee with a written explanation regarding the reasons you are failing to meet satisfactory academic progress requirements. If additional space is needed, please feel free to attach an additional page.

Please describe the steps that you have taken to resolve the problems that have prevented you from making satisfactory academic progress.

I have read the TMCC Satisfactory Academic Progress policy. I am submitting a complete SAP form. I understand that the Financial Aid Committee will not review an SAP appeal form that is incomplete or lacks appropriate documentation. I also understand that I will be notified by mail of the committee's decision.

Student Signature

Date

Student Address

For Office Use Only

_____ Incomplete Appeal Form

_____ Complete Appeal Form

Appeal Committee's Decision:

_____ Appeal Denied

Reason Denied _____

_____ Appeal Approved

Action Plan:

Financial Aid Director Signature _____ Date _____