

Satisfactory Academic Progress (SAP) Appeal

Office of Student Services

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A student who fails to make Satisfactory Academic Progress (SAP) by maintaining a 3.0 cumulative GPA, a 67% completion rate, and a 150% maximum degree completion timeframe may appeal to continue their enrollment on a probationary status. Students whose appeal is approved will be required to sign a SAP Contract acknowledging and agreeing to the terms of probation. Students who fail to meet their probationary terms may submit a second and final appeal. Failure to meet probation requirements for a second term will result in the loss of federal financial aid eligibility and may result in dismissal from the University.

THIS SECTION TO BE COMPLETED BY THE STUDENT

Student Name _____ Program _____

Start Term _____ Appeal Term _____

Please submit the following to the Office of Student Services to initiate a SAP Appeal:

The SAP Appeal & Contract form

A written statement addressing the following:

- What caused your work to fall below acceptable standards?
- How have those conflicts been resolved?
- How will you maintain good academic standards and progress toward your degree if the appeal is granted?
- A provisional schedule indicating that you will take any classes that must be repeated at their next available offering

SAP Appeals and any additional documentation must be submitted at least one week in advance of the next term start date for consideration.

Student Signature _____ Date _____

Administrative Use Only

CGPA	Compl. Rate	Max. Timeframe		
Appeal No.	Appeal	Granted	Denied	
Terms	PT Enrollment	B or better	Check-ins	Resource Use
Other				
Signature: _____			Date: _____	