



For Office Use Only:

- Appeal fully accepted
- Appeal accepted with academic conditions
- Appeal denied

Satisfactory Academic Progress Appeal Form

This form serves as an appeal for reinstatement of my federal/state financial aid. I understand that I have not met the Satisfactory Academic Progress Standards at Southern Connecticut State University during my last enrollment period, and I would like to appeal the decision due to personal mitigating/extraordinary circumstances. I also understand that I am not eligible for financial aid unless I receive written approval of this request for reinstatement of financial aid.

Through this appeal, I am seeking reinstatement of aid for:

- Fall _____
- Spring _____
- Summer _____

Last Name First Name Middle Initial

Address City State Zip Code

Student ID Phone Number

@southernct.edu

Southern E-mail Address

Have you submitted a previous SAP appeal at SCSU?

- No
- Yes, _____

Date

Reason(s) for this current appeal:

- Insufficient Grade Point Average
- Insufficient credit hours earned

Please respond to both of the following requests in a typed document:

1. Describe legitimate circumstances that prevented you from meeting the required SAP standards (i.e.: medical emergencies, long term illness, death in the family, or other extenuating personal situations, and the ways in which this unavoidable circumstance prevented you from fulfilling your academic responsibilities). Please attach documentation or evidence of your circumstances (i.e.: letter from physician, hospital documentation, etc).
2. Outline actions you intend to take to improve your academic performance and how you plan to make up credits and/or increase your GPA. Please attach documentation (i.e.: schedule of summer classes, tutoring, and/or work, change of major, letter from academic advisor, etc).

Your signature below indicates that all of the information and documentation you have provided pertaining to this appeal is true and complete to the best of your knowledge. Further, you authorize Student Affairs Staff to access your academic and financial records for review of your SAP appeal.

Signature of Applicant Date

DEADLINE: ALL APPEAL FORMS MUST BE RECEIVED BY 4:30PM, July 2, 2009

Please return this completed form along with documentation to The Office of the Dean of Student Affairs, Engleman Hall room A106 or fax to (203) 392-5705