



Satisfactory Academic Progress (SAP)
Appeal for Financial Aid Reinstatement
2011-2012

COMPLETION OF THIS FORM MUST BE TYPED OR PRINTED:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

MCTC ID# \_\_\_\_\_ Phone # \_\_\_\_\_

Enrollment period for which you are appealing: (check one)

\_\_\_ Fall 2011/Spring 2012 (entire terms)

\_\_\_ Fall, second 8 weeks/ Spring 2012

\_\_\_ Spring 2012

\_\_\_ Spring, second 8 weeks

\_\_\_ Summer 2012

Note: Your appeal will be reviewed by the Financial Aid Satisfactory Academic Progress Appeal Committee. The decision of the appeal committee is FINAL. Therefore, it is very important that you take appropriate time to write your appeal. Your reason for not making SAP should be compelling. Also, as you prepare your academic plan for improvement, you must be realistic and ensure that it will over time remediate your SAP issue.

Provide a detailed explanation (ex. Illness, death in the family, major change) for your failure to meet the minimum Satisfactory Academic Progress Standards. Attach supporting documents where applicable.

Five horizontal lines for providing a detailed explanation.

## Appeal for Financial Aid Reinstatement

Provide your academic objectives and your plan of corrective action. Also, if you will seek personal or academic counseling or tutoring, please be sure to indicate.

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**Student's Name (print)**

**Student's Signature**

**Date**

You are required to meet with your academic advisor and obtain his/her signature to complete your appeal. Your advisor's signature does not imply endorsement of your appeal, it only represents that you have met with your advisor for purposes of proper academic advising and assistance with developing a realistic plan for academic success.

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**Advisor's Name (print)**

**Advisor's Signature**

**Date**

In addition, if you meet one of the following conditions listed below, you must complete page 3 of this Appeal Form.

1. You have attempted over 100 hours or more credits;
2. You are pursuing a second associate's degree.

**Satisfactory Academic Progress (SAP)**