

SATISFACTORY ACADEMIC PROGRESS (SAP) APPEAL FORM

2007-2008 Academic Year

NOTE: SUBMISSION OF THIS FORM DOES NOT GUARANTEE REINSTATEMENT OF AID ELIGIBILITY

Students are **INELIGIBLE** to appeal for one or both of the following reasons: Students who have had a previously approved appeal for their current program of study **or** for Maximum Time-Frame Limitation of the Quantitative Satisfactory Academic Progress Policy. **ALL** students must earn their degree within the 150 % margin of the required credits to complete the program. Once that margin is reached, you cannot file an appeal.

Incomplete appeals (i.e. lacking supporting documentation) will not be considered for review. The result of your appeal will be emailed to you within 30 days of receipt of documentation.

Section 1: Required Documentation

The SAP Appeal Committee reviews the academic records of students who are no longer eligible to receive Federal and/or State Student Aid. In order to appeal your financial aid suspension, complete **ALL** information and return this form with a letter of explanation and supporting documentation. As established by the U.S. Department of Education and the Florida Office of Student Financial Assistance, your appeal must address one of the following issues:

- Personal illness or injury (must provide a written statement from a physician)
- The death of an immediate family member (please provide copy of the death certificate)
- Extenuating circumstances that were clearly beyond your control (please provide appropriate documentation to verify circumstances)

Considering the above criteria, please attach a signed letter and supporting documentation explaining in full detail what caused you to not meet the minimum Satisfactory Academic Progress Standards.

Section 2: General Information

Name: _____

NSU ID# _____

Contact Phone #: _____

NSU Email: _____ Expected Graduation Date: _____

Terms for which you are appealing:

Summer 2007 (for programs with an academic year starting in the summer) _____

Fall 2007 _____ Winter 2008 _____ Spring 2008 _____ Summer 2008 _____

Section 3: Student Certification

I certify that I have read the Standards of Satisfactory Academic Progress at:

http://www.nova.edu/cwis/finaid/information/academic_progress.html

Signature: _____ Date: _____