

2022-2023 Satisfactory Academic Progress (SAP) Academic Advisor Form

Student Last Name: _____ **Student ID:** _____

Students must maintain satisfactory academic progress to remain eligible for financial aid. As part of SAP evaluation, we review the cumulative number of credits a student has attempted. Students will fail SAP when their total credits approach 150% of the published length of their educational program.

Academic Advisors: This page is required for a Satisfactory Academic Progress (SAP) appeal only when a student is approaching 150% of program credits (Maximum Timeframe). Please provide the requested information below including the remaining courses required for the student's degree completion. Your signature ensures its accuracy. Please return this form to the financial aid office as quickly as possible. The student may return this form by [Secure Document Uploader](#), fax 540.231.9139, or in person to our office.

If the student transferred to Virginia Tech, how many credits do not apply to their VT degree? _____

If the student has changed majors, how many credits do not apply toward their current degree? _____

Expected date of graduation? _____

Semester	Year	Semester	Year
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Course	Credits	Course Name	Course	Credits	Course Name

Semester	Year	Semester	Year
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Course	Credits	Course Name	Course	Credits	Course Name

Students should only take classes needed for completion of their degree.

Academic Advisor Signature: _____ **Date:** _____

Printed Name: _____ **Title:** _____

Academic Advisors can sign this form electronically if form is emailed directly to our office. Student ID must be truncated.