2022-2023 Satisfactory Academic Progress (SAP) Appeal

Students must maintain Satisfactory Academic Progress to remain eligible for financial aid. Regulations require that progress is measured by: (1) cumulative grade point average (GPA), (2) the cumulative number of credits attempted compared to credits earned (Pace of Progress), and (3) the total number of credits attempted overall (Maximum Timeframe). This evaluation includes all coursework taken for a specific academic level (undergraduate or graduate), even courses that have been removed due to academic/medical relief or resignation.

Undergraduate students must have a minimum cumulative GPA of 2.0, successfully complete 67% of cumulative credits attempted, and not exceed 150% of the published length of the educational program measured in credits attempted. Withdrawals, resignations, grades of I, NG, NR, and F, and/or classes dropped after the financial aid census date are all counted in this calculation.

Graduate students must have a minimum cumulative GPA of 3.0, successfully complete 67% of cumulative credits attempted, and not exceed 150% of the published length of the educational program measured in credits attempted. Withdrawals, resignations, grades of I, NG, NR, and F, and/or classes dropped after the financial aid census date all count in this calculation.

Students who do not meet any of the requirements listed above are not eligible for future financial aid. Students with extenuating circumstances may appeal to have their financial aid reinstated. If approved, the student will be placed on a SAP Academic Plan which outlines the conditions under which a student may maintian eligibility for financial aid while working to meet SAP standards. You may also regain eligibility for financial aid in the future by meeting the SAP standards on your own.

Appeal Deadlines: Your complete appeal must be received to meet the deadline.

Fall 2022 - August 19, 2022
Winter 2022 - December 23, 2022
Spring 2023 - January 13, 2023
Summer 2023 - May 22, 2023

- Our office reviews all appeals on a case-by-case basis.

- Please review the article How to Write a SAP Appeal on our website for tips on writing a successful appeal.

- You are limited to only two (2) SAP appeals per degree.

- Once you submit an appeal and all required documentation, we will notify you within two (2) weeks via your Virginia Tech email of the committee's decision.

- You may submit the appeal by Secure Document Uploader or in person to our office.

- If your appeal is approved you will receive a SAP Academic Plan with terms you must meet. You must sign and return your SAP Academic Plan (no font or typed signature) to our office before aid can be offered and/or paid to your student account.

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First Name: _____   **Last Name:** _____

Student ID: _____   **Email:** _____

Please choose all that apply:

I have submitted the 2022-2023 FAFSA.

I have applied for an alternative student loan through a private lender.

I am returning after being academically suspended from the university.

I have taken academic and/or medical relief and have listed the semester and number of credits in the space provided below.

I am appealing to receive aid for:

Fall 2022   Spring 2023
Winter 2022   Summer 2023

Are you failing for GPA or Pace of Progress? If you are failing for GPA (< 2.0 UG or <3.0 GR) and/or Pace of Progress (earned/ attemped credits < 67%) you must submit this appeal form and supporting third-party documentation of your situation. Sources may include counselor, doctor, police, clergy, medical documentation, Cooks Counseling, Services for Students with Disabilities, other documentation that supports your appeal.

Yes

Are you failing for Maximum Timeframe? If you are failing for Maximum Timeframe (credits are approaching 150% of the published length of your educational program), you must submit this appeal form and your academic advisor must also complete the SAP Academic Advisor form.

Yes

Are you failing for Maximum Timeframe and GPA and/or Pace of Progress? If you are failing for both Maximum Timeframe and GPA and/or Pace of Progress you will need to submit the SAP Appeal form, the SAP Academic Advisor form and the third-party supporting documentation.

Yes

This is your opportunity to tell us specifically what caused you not to meet SAP standards and to provide a clear plan on how you are going to return to SAP compliance and stay in compliance in the future. Please review How to Write a SAP Appeal on our website and answer the two (2) questions below with detailed responses. If you are academicly suspended from the university this is not an appeal of that suspension. This appeal is to request reinstatment of your financial aid and/or the ability to have a alternative student loan from a private lender certified.

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1. Please explain the circumstances that caused you not to meet SAP standards.
   (attach additional sheet if needed)

2. Please detail the actions you will take to meet SAP standards and ensure you will continue to meet SAP standards in future. (attach additional sheet if needed)

Student Certification:
By signing this form, I certify that all information and documentation is authentic and accurate. I have read the USFA Satisfactory Academic Progress policy and the SAP appeal requirements above and my appeal contains all required documentation.

Student's Signature: _____   **Date:** _____

No Typed or Font Signatures

You may submit the appeal by Secure Document Uploader or in person to our office.