

## 2025-2026 Satisfactory Academic Progress Appeal Advisor Form

Student ID Number: \_\_\_\_\_

Student Initials: \_\_\_\_\_

To remain eligible for financial aid, students must maintain Satisfactory Academic Progress (SAP). As part of the SAP evaluation process, we review the total number of credits a student has attempted. A student is considered not meeting SAP standards when their attempted credits reach 150% of the published length of their academic program-this is known as the **Maximum Timeframe**.

**For Academic Advisors:** This form is required for a SAP appeal when a student has reached 150% of the credit requirements for their degree program, or when a student is pursuing an appeal with the University SAP Committee. You or the student must complete the information below, including a list of **only the remaining courses required for the student to complete their degree**. Your signature confirms the accuracy of this information.

Please return the completed form to the Office of University Scholarships and Financial Aid as soon as possible. It may be submitted via email, in person, or uploaded by the student using the secure document uploader on the University Scholarships and Financial Aid website.

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? \_\_\_\_\_

**Student's Expected Graduation Date** \_\_\_\_\_

Semester _____ Year _____			Semester _____ Year _____		
Course#	Credits	Course Name	Course #	Credits	Course Name

Semester _____ Year _____			Semester _____ Year _____		
Course#	Credits	Course Name	Course #	Credits	Course Name

**Only courses required for degree completion should be listed.**

Academic Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_