

2025-2026 Satisfactory Academic Progress Appeal

To maintain eligibility for financial aid, students must meet [Satisfactory Academic Progress \(SAP\)](#) standards. These standards are as follows:

- **GPA-** Grade point average must be a minimum cumulative GPA of 2.0 for undergraduates; 3.0 for graduate students
- **Pace of Progress-** Successful completion of at least 67% of total attempted credits. To calculate the pace, we divide total credit hours passed by total credit hours attempted.
- **Maximum Timeframe-** Total number of credit hours attempted must not exceed 150% of the published program length (example: 180 credits for a 120-credit bachelor's degree).

Students who do not meet any of the above requirements are not eligible to receive financial aid (grants, scholarships, Federal Work Study, federal loans, and private loans) in future semesters.

The SAP evaluation must include all coursework taken for a specific academic level (undergraduate or graduate), including courses that have been removed due to academic/medical relief or resignation and transfer credits.

Appeals

Students experiencing extenuating circumstances may submit an appeal. A successful appeal allows a student to regain financial aid eligibility for the following term.

- Our office reviews all appeals on a case-by-case basis.
- Review ["How to write a SAP Appeal"](#) on our website for tips on writing a successful appeal.
- There is a limit of two (2) SAP appeals during your time as a student at Virginia Tech.
- Once you submit all appeal documentation, we will notify you of the committee's decision within 15 business days via your Virginia Tech email address.
- 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 academic requirements you must meet in order to remain eligible for financial aid. **You MUST return a signed copy of your academic plan to our office for your financial aid to be offered or disbursed to your student account.**

NOTE: The Office of University Scholarships and Financial Aid are mandatory reporters for Title IX purposes. For more information about Title IX, please visit [SAFE at VT](#).

| SAP Appeal Priority Dates and Deadlines by Term | | | |
|---|------------------|------------------|-------------------|
| Term | Priority Date 1* | Priority Date 2* | Final Deadline: |
| Fall 2025 | June 16, 2025 | August 18, 2025 | September 9, 2025 |
| Spring 2026 | N/A | January 19, 2026 | February 2, 2026 |
| Summer 2026 | N/A | N/A | May 29, 2026 |

**Students who meet priority deadlines will receive decisions before key billing/disenrollment dates. Appeals submitted after the final deadline for each term will be reviewed for the next semester. Students facing challenges submitting an appeal by the deadline should contact our office directly for assistance.*

2025-2026 Satisfactory Academic Progress (SAP) Appeal

Student ID: _____ Last Name: _____

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Appeals must include:

- This signed and completed SAP Appeal Form
 - Personal Statement- Describe the specific situation(s) that caused you to fall short of SAP standards. Include important details like dates, events, and how these circumstances affected your academic performance.
 - Plan for Resolution- Describe how the issue has been resolved or improved. What steps have you taken to make sure the same problem won't affect your academic performance again?
 - Plan for Academic Success- List the university resources (like tutoring, counseling, academic advising) and personal strategies you'll use to stay on track and meet SAP standards moving forward.
- Third-party documentation- Provide any documents that help confirm or verify your situation.
- *For Maximum Timeframe appeals*-You will also need to submit a SAP Advisor Form reviewed and signed by their academic advisor, listing only required courses needed to complete their degree.

Once an appeal is complete it will be reviewed by our SAP committee, and you will receive the result via email within 15 business days.

2025-2026 Satisfactory Academic Progress (SAP) Appeal

1. Please provide a detailed explanation of the situation(s) that prevented you from meeting Satisfactory Academic Progress (SAP) standards. Your statement should include:
 - Specific dates and semesters affected (e.g., Fall 2024, Spring 2025).
 - A clear description of the challenges or events that impacted your academic performance.
 - Any relevant context that helps us understand how these circumstances interfere with your ability to complete coursework or maintain your GPA.

2. Describe how the issue has been resolved or improved. What steps have you taken to make sure the same problem won't affect your academic performance again?

3. List the university resources (like tutoring, counseling, academic advising) and personal strategies you'll use to stay on track and meet SAP standards moving forward.

Student Certification:

I certify that I have read the [Satisfactory Academic Progress policy](#) and that the statements and documentation I have provided in this appeal are true and correct.

Student's Signature _____ Date _____
No typed signatures

You may submit the appeal by [Secure Document Uploader](#) or in person to our office.