



## 2022-2023 | Satisfactory Academic Progress Appeal for Undergraduate and Graduate Students

Satisfactory Academic Progress (SAP) standards ensure that you are successfully completing your coursework and can continue to receive financial aid. All students receiving financial aid are required to meet SAP standards. Students who do not meet the colleges and Department of Education’s SAP requirements may be denied financial aid. Student may appeal the denial based on extenuating circumstances.

### Filing an Appeal:

- Fully complete and submit the following SAP appeal form.
- Submit supporting documentation of extenuating circumstances (if applicable).
- Complete SAP Academic Plan with academic advisor.

SECTION A. Student Information			
Name (last, first, middle initial)			Student ID
Physical Address	City	State	Zip Code
Tougaloo Email @tougaloo.edu			Phone (include area code) (       )
Current Academic Level <input type="checkbox"/> FR <input type="checkbox"/> SO <input type="checkbox"/> JR <input type="checkbox"/> SR <input type="checkbox"/> GR		Academic Term: 20 _____ <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	
Division/Department:		Career Hours Attempted:	
Academic Advisor:		Career Hours Earned:	
Previous Term GPA:		Career GPA:	
SECTION B. Statement of Appeal			
I am appealing cancellation of my financial aid for the following reason(s): (Chose all that apply):			
<input type="checkbox"/> Cumulative (including transfer) GPA is less than 2.0 for undergraduate or 3.0 for graduate <input type="checkbox"/> Did not successfully complete 67% of attempted hours <input type="checkbox"/> Exceeded the maximum attempted hours for degree completion <input type="checkbox"/> Did not complete the probationary period successfully <input type="checkbox"/> Did not comply with the prescribed Academic Plan requirements <input type="checkbox"/> Grade Change (Updated grade(s) must be posted prior to appeal. No Academic Plan required). <input type="checkbox"/> Late Transient Grade(s) (Unofficial transcript/grade report may be submitted. No Academic Plan required). NOTE: <input type="checkbox"/> Failure to provide official transcript to TC Registrar's Office may impact future aid eligibility. <input type="checkbox"/> Other _____			

**SECTION C. Explanation of Extenuating Circumstances**

Describe reasons why you did not meet Satisfactory Academic Progress Standards. (Attach extra sheet if necessary.)

Explanation of what has changed or is changing to allow you to meet Satisfactory Academic Progress Standards and complete your degree program. (Attach extra sheet if necessary.)

**SECTION D. Explanation of Further Extenuating Circumstances**

Please attach any supporting documentation that would better support your extenuating circumstances. (i.e., evidence of a significant death in your life, medical evidence of a serious illness, accident or injury, evidence of personal problems or issues, or any other documentation you feel supports your extenuating circumstances.

**SECTION E. Student Certification**

*I understand that I must successfully develop and complete a SAP academic plan with SASCS and advisor. The academic plan must be agreed upon and approved by my advisor to remain eligible for financial aid.*

Student Signature

Date

**SECTION F. Student Academic Success Center (SASCS) Use Only**

**Program:**  Undergraduate  Graduate

**Status:**  Continuing  Readmit  Transfer

**Academic Standing:**  Encouragement  Warning  Probation  Suspension

SASCS Signature

Date

**Additional Comments:**

**SECTION G: Financial Aid (FA) Use Only**

Appeal Approved  Appeal Denied

Fall  Spring  Summer 20 \_\_\_\_\_

FA Signature

Date

**Additional Comments:**