

19-20

**Office of Student Financial Aid**

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Email: ISU-finaid@mail.indstate.eduWebsite: www.indstate.edu/financial-aid

Satisfactory Academic Progress Appeal Form

Use black or blue ink to complete this form

Forms completed in pencil will NOT be accepted

Student First Name _____

M.I. _____

Last Name _____

University ID Number _____

Indiana State University is required to ensure that a student is maintaining Satisfactory Academic Progress (SAP) in his or her educational program. Failure to meet the SAP standards listed below makes a student ineligible to receive most types of financial aid. Additional information about SAP can be obtained by viewing the SAP policy at indstate.edu/finaid/sap. Students are allowed to appeal their SAP status in an attempt to regain financial aid eligibility. Submission of an appeal does not guarantee that aid eligibility will be restored. Being ineligible for aid does not prohibit students from enrolling in/attending classes. The student is responsible for any balance owed to the University (including late fees) regardless of the outcome of an appeal. For assistance with completing this appeal form visit our helpful hints page at indstate.edu/financial-aid/sap-tips.

SECTION A.

Select the term that you would like to regain Financial Aid eligibility.

Term (check **ONE**): Fall 2019 Spring 2020 Summer 2020

List the total credit hours for the above selected term: _____

Expected Graduation (MM/YY): _____

SECTION B. SAP Category (Check all that apply)Refer to your MyISU Portal at <https://myisu.indstate.edu> to see why you are not making Satisfactory Academic Progress.

- Category 1 – GPA below the minimum required
- Category 2 – Inadequate completion rate of coursework attempted
- Category 3 – Attempted over 150% of required hours for degree
- Dismissal Status – Academically dismissed from Indiana State University

	Undergraduate Degree Levels		Graduate Degree Levels
Total hours attempted and recognized by ISU for degree consideration from all institutions	1-29	30 – Up	All
Minimum cumulative GPA	1.70	2.00	3.00
Minimum completion rate (measured as hours earned divided by hours attempted)	67%	67%	67%
Maximum total hours attempted allowed to complete degree requirements for current primary program of study	180 attempted hours	180 attempted hours	150% of the specific degree programs published length

Deadlines: SAP Appeals must be submitted to the Office of Student Financial Aid no later than 14 days prior to the end of the term for which your appeal is being processed.

Fall 2019: November 29, 2019 **Spring 2020:** April 24, 2020

Note: Refer to the Academic Calendar for important registration and add/drop dates

indstate.edu/academic-affairs/academic-calendar

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SECTION C. Appeal Statement

Explain what affected your current academic status and the reason for your appeal. Visit our helpful hints page at indstate.edu/financial-aid/sap-tips. Including supporting documentation is *optional, but strongly encouraged*. Examples of documentation include:

- Death of family member/loved one – copy of obituary
- Physical or mental illness- copy of medical records (timeframes should match)
- Financial hardship/difficulty – proof of change in pay or expenses
- Academic struggles – written statement of support by advisor/professors

1. In the space provided below **thoroughly** explain (a) What affected your current academic status and the reason for your appeal? (b) How did the timing of the issue effect the semester(s) that you struggled in school? (c) How did it hinder your academic progress?

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SECTION C. Appeal Statement Continued

2. In the space provided below **thoroughly** explain what steps have been taken to overcome the stated problem.

Multiple horizontal lines for writing the appeal statement.

SECTION D. Certification and Signature *(Electronic signatures will not be accepted)*

Any information provided on this form that indicated allegations of but not limited to discrimination, gender based harassment, and sexual harassment, including sexual misconduct, intimate partner violence, and stalking will be sent to the Title IX office on campus. This information will be used to offer the student resources should they need them.

I understand that I have failed to meet the Satisfactory Academic Progress standards at ISU. This failure has caused my suspension of aid. I understand the Appeal Committee will review my appeal and determine my eligibility for financial aid. The decision of the committee is final.

Student Signature (Required)

Date

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