SATISFACTORY ACADEMIC PROGRESS (SAP) APPEAL FORM

Student Name: ___________________________  Student ID: @ ___________________________

Student Cell: ___________________________

Semester requesting reinstatement of aid:  ☐ Fall 20___  ☐ Spring 20___  ☐ Summer 20 ___

Fall appeal deadline- August 7th  Spring appeal deadline –January 22nd  Summer appeal deadline – May 21st

STEP 1: FILE A FAFSA

You are required to complete your 2020-2021 FAFSA before submitting this form. Complete your FAFSA at https://studentaid.gov/. The school code for EU is 003321. Do not submit this form until your FAFSA has been filed.

☐ I have completed my 2020-2021 FAFSA as required

STEP 2: INDICATE REASON FOR FILING APPEAL

☐ Prolonged or serious illness or injury to student or immediate family member (parent, spouse, sibling, child) that required hospitalization, confinement to a nursing home/rehab center, or confinement at home.

☐ Significant trauma in student’s life that impaired the student’s emotional health

☐ Death of a family member

☐ Other extenuating circumstances supported by appropriate documentation

The appeals committee assumes that each student is dependent upon financial aid for the completion of his/her program of study; however this is not an extenuating circumstance and should not be discussed in your appeal. Also, working too many hours, being unaware of the SAP policy, didn’t like classes/teachers, advising error(s), etc. are NOT considered extenuating circumstances.

STEP 3: DOCUMENT CHECKLIST

Submit the following forms to the Financial Aid Office to request an exception for financial aid suspension.

☐ This completed form. Indicate your reason for appealing and sign and date this form.

☐ A typed narrative describing the circumstance(s) that contributed to your failing to meet the satisfactory academic progress requirements and what specifically has changed in your situation that would allow you to demonstrate satisfactory academic progress during your next semester of enrollment. Present a clear connection between the extenuating circumstances and your poor academic performance during specific terms.

☐ Outline the specific steps in your narrative that you intend to take in the next semester(s) to improve your academic performance. The steps should be thorough and detailed, demonstrating your commitment to achieving the required GPA and/or percentage of completed credits.

☐ Date specific supporting documentation on official letterhead, should be submitted to reaffirm your circumstance(s) as stated above. This can include medical documentation, obituaries, divorce decrees, or any other pertinent information.

Student Signature ___________________________ Date ___________________________

SUBMIT COMPLETE APPEAL TO THE FINANCIAL AID OFFICE VIA FAX, MAIL OR IN PERSON.