



Financial Aid Satisfactory Academic Progress (SAP) Appeal

Students who have not met Satisfactory Academic Progress (SAP) standards and are placed on Financial Aid Suspension are not eligible to receive federal or institutional financial aid. A student may appeal a Financial Aid Suspension status with this form. Visit <https://www.ccsu.edu/financialaid/> for additional information on SAP.

Please Note: The Financial Aid Satisfactory Academic Progress (SAP) Policy and appeals process is **separate** from the university's Good Academic Standing Policy (Academic Probation & Academic Dismissal) and appeals process.

Part One: Student Information

Name: _____ Student ID#: _____

Part Two: Appeal Information & Required Documentation

Semester that you are seeking reinstatement of Financial Aid: _____

Have you appealed your Financial Aid SAP status before: No Yes: _____ (semester)

SAP Standard Not Met (check one or more)

- Cumulative GPA below 2.00 (*undergraduate students*) or 3.00 (*graduate students*)
- Course completion rate of less than 67.5% (*total earned credits divided by total attempted credits*)
- Maximum timeframe (*exceeded 150% of allowable maximum attempted credit hours*)

Reasons for the SAP Appeal (check one):

- Illness or Injury (*attach a verification letter from a healthcare provider*)
- Death of a Relative (*attach an obituary or other related documentation*)
- Other Special Circumstances (*attach supporting documentation where available*)

Appeal Documentation (submit with this form):

- Typewritten statement from the student that:
 1. Describes the legitimate circumstances that prevented you from meeting SAP standards
 2. Identifies what has changed so that you will meet SAP standards going forward
- Supporting documentation, where available to support your reason for appeal.

Part Three: Student Certification

All information provided as part of this appeal is true to the best of my knowledge.

Student Signature: _____ Date: _____

The Satisfactory Academic Progress Appeals Committee attempts to respond to student appeals within 2 weeks. Decisions will be communicated to students via their CCSU e-mail account.

Please Note: Information submitted as part of this appeal may be shared with other CCSU departments to support your health, safety, and overall success at CCSU.

Submit a completed appeal to:
Satisfactory Academic Progress Appeals Committee, c/o Office of the Registrar
Willard-DiLoreto, Room D 202, Fax (860) 832-2250, E-mail regstaff@ccsu.edu