2011-2012 Financial Aid Satisfactory Academic Progress Appeal Form

Student Name (print): ___________________________________________ UMS ID: ________________

Satisfactory Academic Progress (SAP) Requirements

1. Minimum cumulative grade point average (GPA) of 2.0 for Undergraduate students/ 3.0 for Graduate students
2. Minimum completion rate of 70% (total earned credits/total attempted credits)
3. Maximum Time Frame of 180 attempted credits for bachelor’s degree; maximum of 90 attempted credits for associate’s degree; maximum 150% of defined program length for certificate programs.

*Complete published SAP policy is available at http://www.uml.edu/FinancialAid/apply/Progress.aspx

Students placed in Financial Aid Termination status, if not academically suspended or dismissed, may appeal for reinstatement of financial aid when extenuating circumstances exist. Support from the student’s academic advisor, and other academic official as appropriate, is required. Appeals are reviewed by representatives of the Financial Aid Office, with input from academic administrators when appropriate.

The Student Must:

- Submit a personal statement explaining why you failed to achieve satisfactory academic progress. The statement should include any relevant factors such as illness, unusual demands upon you due to family, work, or life circumstances and your perspective on what led to this academic difficulty.

- Explain how your circumstances have changed, allowing you to successfully make satisfactory progress. Include resources you intend to use to assist you in becoming successful.

- Submit third-party documentation supporting your appeal, if appropriate.

- Meet with your advisor to develop an academic plan. Important: Complete your portion of the document before meeting with your academic advisor. If you are considering a change in major, you may meet with an advisor at the Centers for Learning and Academic Support Services (www.uml.edu/CLASS)

The Academic Advisor Must:

- Complete Advisor/Student Academic Plan Form (page 3 of this document)

IMPORTANT:

Incomplete appeals will not be considered.

This appeal is for financial aid purposes only. It does not substitute for University review of your academic standing and will not influence whether you are suspended or dismissed from the University of Massachusetts Lowell.

Return the completed appeal form with documentation to the Financial Aid Office at the address above.

Revised 12/8/11
2011-2012 Satisfactory Academic Progress (SAP) Appeal

Personal Statement

1. Provide a personal statement describing the reasons and circumstances why you are not meeting the satisfactory academic progress standards. *If you were on SAP Probation status for Fall, explain why you did not meet the terms of your academic plan*

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2. Explain how your circumstances have changed and will now allow you to meet the satisfactory academic progress standards if your financial aid is extended. Use extra pages if necessary, and attach any supporting documentation.

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I understand this appeal is subject to review by the Financial Aid Office and approval or denial of this request will be based on information contained in this appeal as well as a review of my academic record. I certify the information provided is true and complete.

__________________________________________  ____________________________
Student Signature                                    Date

Revised 12/8/11
# 2011-2012 Satisfactory Academic Progress (SAP) Appeal

## Advisor/ Student Academic Plan Form

This form must be used to support a student’s appeal for the reinstatement of financial aid. It is not to be used in lieu of a decision to recess or dismiss a student for lack of academic progress as defined by University policy.

### To be completed by the student:

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<thead>
<tr>
<th>Student Name (print):</th>
<th>UMS ID:</th>
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<tr>
<th>College:</th>
<th>Major:</th>
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<table>
<thead>
<tr>
<th>Current GPA:</th>
<th>Total credits earned to date:</th>
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### To be completed by Academic Advisor:

- Minimum number of credits remaining for degree completion/graduation: ________________

- Recommended number of credits per semester: ________________

- Minimum number of semesters remaining for degree completion based on the recommended number of credits per semester above: ________________

- Recommended GPA required for the upcoming semester: ________________

- Student must earn at least 70% of recommended attempted credits in the upcoming semester.

- Other criteria which must be met: (e.g. specific courses student must enroll in the next semester)

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*I certify under penalty of perjury that the information provided on this form and attached is true and correct to the best of my knowledge.*

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Advisor Signature / Print Advisor Name Date

Student Signature Date

*Revised 12/8/11*