



Financial Aid Satisfactory Academic Progress Appeal Form

STUDENT INFORMATION:

Student ID #	
Last Name	
First Name	
Telephone #	

ACADEMIC INFORMATION:

Major	
Advisor	
Expected Graduation Date	
Last Term Enrolled	
Next Term of Attendance	

In order to appeal your financial aid suspension, complete all information below and return this form along with any supporting documentation and your advisor's approval. Appeals must be submitted by the end of the third day of class for the appealed semester. All institutional charges from prior semester must be paid in full before appeals will be considered. The Financial Aid Committee will review your appeal based on the Satisfactory Academic Progress Policy found at: <https://www.vcsu.edu/financialaid/satisfactory-progress-requirements>.

Submitting an appeal does not guarantee approval to reinstate eligibility to receive federal financial aid. The committee will make a final decision, either approving or denying your appeal. You will be informed of their decision by letter and email to your VCSU email account. If the appeal is not successful, students may consider an alternative/private loan to fund their cost of education until they meet the minimum SAP standards. Students are responsible for paying university charges incurred and will not be eligible for federal financial aid unless this appeal is approved.

SECTION A: Explanation of Circumstances

Provide an explanation/statement explaining the circumstance(s) and how it impacted your academic performance:

SECTION B: Action

Describe what you have done or what changes have occurred so that the circumstances described will not hinder your progress in the future terms and ensure academic success.

SECTION C: Academic Plan

Describe your academic plan to demonstrate progress toward completion of your degree program. You advisor's approval also need to be included in this appeal submission.

SECTION D: Certification Statement

I understand that if my financial aid eligibility is reinstated, I am expected to meet the following conditions for the term of my probation: 1) I must earn a 2.00 GPA (C grade) or better in every class that I enroll in; 2) I must complete **100%** of the credits I attempt; 3) If I am on a Plan of Study for maximum credits, I will enroll in only the courses needed to complete my degree. Failure to meet the above requirements will mean my financial aid eligibility will be terminated.

Student Signature _____ Date _____

Forms can be mailed to or dropped off at the following address:

Mailing address: VCSU Financial Aid Office, 101 College Street ▪ Valley City, ND 58072

Scan or Email to marcia.pritchert@vcsu.edu ▪ Fax to 701-845-7545

Phone: 701-845-7541

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