Standards of Academic Progress (SAP) Appeal Form

John Carroll UNIVERSITY

Student's Name: _____   Banner ID: _____

The Office of Student Enrolment and Financial Services (SEFS) has reviewed your academic progress, and it has been determined that you have not met the requirements as identified in the Standards of Academic Progress. This review results in Financial Aid Suspension for the future semesters. Financial Aid Suspension means the termination of all federal, state, and institutional aid.

Students who choose to attend JCU while on financial aid suspension may do so at their own expense and will not regain eligibility for financial aid until academic progress is met, unless there is an approved appeal.

A student who believes extenuating circumstances prevented their compliance with satisfactory academic progress may appeal the decision by completing the steps below.

1. Written Explanation

Provide a written explanation of mitigating or extenuating circumstances that affected the ability to meet the standards of academic progress. Be sure to explain how an additional semester of aid eligibility will bring the performance into federal compliance. Attach any documentation that will substantiate the appeal (i.e. medical documentation, supporting documentation, etc.)

2. Academic Plan

Provide a detailed Academic Plan (see Page 2 & 3) with appropriate support mechanisms in place that will ensure the ability to achieve the semester hours and GPA requirements to return to satisfactory progress. This plan must be created in conjunction with the Academic Dean/Advisor and include supporting recommendation from an Academic Dean.

Please Note: Students will be notified of the appeal results in writing via email. If the appeal is approved, aid is reinstated on a semester basis. Failure to maintain GPA requirements and credit hour stipulations of the Academic Plan will result in permanent suspension of financial aid without further chance of appeal.

Student's Name: _____ Banner ID: _____

Date: _____

Fall Semester_____		Spring Semester_____		Summer Semester_____	
Course Abbreviation and Number	Credits	Course Abbreviation and Number	Credits	Course Abbreviation and Number	Credits