

Satisfactory Academic Progress Appeal Form

Student Name: _____ Student ID: _____

The financial aid Satisfactory Academic Progress (SAP) policy is required by the federal government and is the policy that confirms students qualify for their financial aid awards based on their academic record.

Please attach:

- 1) A written explanation of the extenuating circumstances that resulted in your financial aid suspension and what you plan to do in order to meet SAP moving forward.
- 2) To verify that your performance was affected by extenuating circumstances, **documentation is required to support your written explanation**. Appeals without documentation are likely to be denied.
- 3) Please indicate which semester you are appealing to regain financial aid eligibility for:

Fall 20 _____

Spring 20 _____

Summer 20 _____

Examples of extenuating circumstances:

- Medical emergencies
➡ • Provide hospital bills, doctor’s note, etc. indicate date/time of treatment of you or close family member.
- Death of family member
➡ • Provide death certificate, official obituary, funeral procession information including name and date of the deceased
- Mental health concerns
➡ • Provide letter from therapist/counselor indicating mental health status and ability to successfully return to school
- Personal catastrophe
➡ • Provide documentation of event(s) or issue(s) that led to unsuccessful course completion.

We will notify you via email once your appeal has been reviewed. You can review our SAP policy at www.regis.edu/financialaid under Satisfactory Academic Progress.

CERTIFICATION STATEMENT

I CERTIFY THE SUBMITTED INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, AND I HAVE PROVIDED THE REQUIRED DOCUMENTATION. I UNDERSTAND THAT INCOMPLETE OR FALSIFIED DOCUMENTATION COULD RESULT IN THE OFFICE OF FINANCIAL AID NOT PROCESSING MY APPEAL.

STUDENT SIGNATURE (required)

DATE