

Satisfactory Academic Progress Academic Plan

Student's name: _____ CSU ID# _____ Date: _____

Major or Program: _____ Term: _____

Appealing for GPA:

Advisor: Please review the following checklist with the student. The student must initial each checklist item to indicate acceptance of the terms and plan to regain financial aid eligibility. Address all issues related to the SAP components: failed GPA, 67% or MTF.

Undergraduate

_____ If my appeal is approved, I will be required to **achieve a minimum semester GPA of at least 2.00.**

_____ If my appeal is approved, I will be placed on Financial Aid Probation for one semester. If, in the next semester, I am not meeting the minimum cumulative GPA level **but have met the 2.00 minimum semester GPA**, I will remain on FA probation. The Academic Plan conditions as noted and will be monitored each semester until I am meeting the minimum requirements as outlined in the SAP Policy.

Graduate

_____ If my appeal is approved, I will be required to **achieve a minimum semester GPA of at least 3.00.**

_____ If my appeal is approved, I will be placed on Financial Aid Probation for one semester. If, after one semester, I am not meeting the minimum cumulative GPA level **but have met the 3.00 minimum semester GPA**, I will remain on FA probation. The Academic Plan conditions as noted and will be monitored each semester until I am meeting the minimum requirements as outlined in the SAP Policy.

Appealing for Pace (67% Credit Hour Completion):

Advisor: Please review the following checklist with the student. The student must initial each checklist item to indicate acceptance of the terms and plan to regain financial aid eligibility. Pace is the continuous progress toward a degree.

_____ If my appeal is approved, I will be required to **complete at least 67% of all enrolled credits.** This requirement includes developmental classes such as MTH 87, ENG 99. Grades of S, T, I, F, X, U, W, or NC, will not count as completed and will result in loss of financial aid eligibility.

_____ If my appeal is approved, I will be placed on Financial Aid Probation for one semester. If, after one semester, I am not meeting the minimum Pace but have made continuous progress toward a degree but have not completed 67% overall, I will be maintained on the Academic Plan conditions as noted and will be monitored each semester until I have met the minimum 67% overall completion requirement.

See reverse side

Appealing for Maximum Credits:

Advisor: Please fill out the Max Time Frame Academic Plan with the student. This is a separate form and **MUST** accompany any petition for max time frame. The petition will not be acted on until that academic plan is completed.

Max Time Frame is calculated by counting all of the classes with grades of S, T, I, W, X, F, U, or NC, as well as, all of the hours that transfer in from another institution even if they do not count for the current program the student is enrolled.

Students who are taking pre-requisite classes for another program are not eligible to petition their max time frame under the new Federal Regulations.

_____ Once I have completed the program that I am currently enrolled in, I understand that I will not be eligible to continue to receive financial aid.

_____ If I deviate from the MTF academic plan, I will no longer be eligible for financial aid.

Advisor: Please sign below, confirming that you have met with the student. If you have comments regarding the student's appeal, please note them below or attach a letter.

Student's Signature & Date

Advisor's Signature & Date

Name of Major Department of Program

Advisor's Printed Name

Phone #

NOTE to Student: Please review this form to be certain you have completed all necessary sections. Retain a copy of this completed appeal for your records.

Financial Aid Office Use Only

Career _____ Semester and Year of Appeal : Fall _____ Spring _____ Summer _____

Reviewer _____ Date _____

Please return to **Financial Aid Office**
2121 Euclid Avenue, MC 116 Cleveland, OH 44115
Phone (216) 687-5411 * FAX (216) 687-9247 For in-person inquiries, please visit Campus411 All-in-1, MC 116