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## 2024-2025 Satisfactory Academic Progress (SAP) Graduate Appeal Form

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Student Name: \_\_\_\_\_ Student ID Number: G \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

When you are writing your appeal, please be as specific as possible regarding your situation. Please respond to requests for additional information promptly. A decision on this appeal will be e-mailed to your Grand Valley e-mail address in approximately 1-2 weeks.

**Please submit the completed form with the required documentation:** Your G# must be included on all documents.

- A copy of your grades if you have attended another institution since your last semester at GVSU. Please note: you must also submit your official transcripts from the other institution to the GVSU Admissions Office to ensure these credits are reflected in your academic record.
- Schedule a meeting with your Academic Advisor to complete the degree plan located on page two.

### Please answer the following questions:

What term are you requesting aid?     Fall     Winter     Spring     Summer

What is your anticipated graduation date? \_\_\_\_\_

**Reason you are not meeting SAP (please check one):** If you are unsure, go to myBanner, Financial Aid, Eligibility.

- GPA:** Use the "GPA Calculator" on our website ([www.gvsu.edu/financialaid/gpa](http://www.gvsu.edu/financialaid/gpa)) to determine the minimum semester grades you would need to regain eligibility. **REQUIRED:** Please provide a print-out of your results.
- Credits Earned:** Login to <https://studentaid.gov> and review your federal student loan borrowing to date.
  - What is your total Outstanding Principal Balance of all federal loans? \_\_\_\_\_
  - How many total credits have you earned (refer to your myPath)? \_\_\_\_\_
- Exceeded Max Hours:** Login to <https://studentaid.gov> and review your federal student loan borrowing to date.
  - What is your total Outstanding Principal Balance of all federal loans? \_\_\_\_\_
  - When will you have completed all requirements for your degree? \_\_\_\_\_
  - Have you applied for graduation?     Yes     No

**Please answer the questions below on a separate, typed piece of paper.**

**Please attach a personal statement** to explain why your appeal should be approved to reinstate your financial aid eligibility. Your personal statement must address all of the following questions. Before turning in your appeal to the Financial Aid Office, have someone else read it for flow, grammar and proper spelling.

1. What circumstances have caused you to lose your eligibility for financial aid?
2. What specific steps have you taken and/or what steps will you take in order to be successful?
3. What are your specific goals for the future?

**Degree Plan & Advisor Signature:** Please work with your Academic Advisor to complete the following table.

<p style="text-align: center;">Fall / Winter / Spring/Summer _____</p> <p>course                      credits</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>total credits                      _____</p>	<p style="text-align: center;">Fall / Winter / Spring/Summer _____</p> <p>course                      credits</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>total credits                      _____</p>	<p style="text-align: center;">Fall / Winter / Spring/Summer _____</p> <p>course                      credits</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>total credits                      _____</p>
<p style="text-align: center;">Fall / Winter / Spring/Summer _____</p> <p>course                      credits</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>total credits                      _____</p>	<p style="text-align: center;">Fall / Winter / Spring/Summer _____</p> <p>course                      credits</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>total credits                      _____</p>	<p style="text-align: center;">Fall / Winter / Spring/Summer _____</p> <p>course                      credits</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>_____                      _____</p> <p>total credits                      _____</p>

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Print Name: \_\_\_\_\_

By signing this worksheet, I certify that all of the information reported to qualify for federal student aid is complete and correct. I further understand that purposely giving false or misleading information may result in a fine, jail terms, or both.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return your completed form and required documentation to the Office of Financial Aid & Scholarships. Be sure to include your name and G Number on all pages. Missing information may delay processing.**