The SAP Appeals Committee will meet to review all complete appeals and decision letters will be emailed to your myUMBC email address within 3-4 weeks of the deadline date. Decisions made by the SAP Committee are final and cannot be appealed.

Please note: if you are currently enrolled and appealing for the upcoming semester, all current semester grades must be reviewed before your appeal decision can be determined.

Appeal Deadline Dates:

**July 24, 2015, 4:00pm**
- If you are appealing to receive summer Pell Grant based on your 2015/16 FAFSA and/or fall 2015 financial aid, you must submit all documents by this deadline
  - Decision notifications will be emailed before the start of the fall semester unless you are enrolled in summer courses – summer grades must be reviewed before an evaluation can be completed

**January 4, 2016, 4:00pm**
- If you are appealing to receive spring/summer 2016 financial aid, you must submit all documents by this deadline
  - Decision notifications will be emailed before the start of the spring semester unless you are enrolled in fall courses – fall grades must be reviewed before an evaluation can be completed

**May 2, 2016, 4:00pm**
- If you are appealing to receive financial aid for summer 2016, you must submit all documents by this deadline
  - Decision notifications will be emailed before the start of the summer semester unless you are enrolled in spring courses – spring grades must be reviewed before an evaluation can be completed

Please refer to our website at [www.umbc.edu/financialaid/satisfactory_academic_progress.html](http://www.umbc.edu/financialaid/satisfactory_academic_progress.html) for complete information about the SAP process. You should retain this page as a reference.
2015/2016
SATISFACTORY ACADEMIC PROGRESS APPEAL

Name (must write at top of each page)  UMBC ID# (must write at top of each page)

Please note: If you are currently dismissed or suspended from UMBC, you should submit your appeal by the stated deadline date; however, you must be readmitted to the university before a decision can be made regarding your SAP appeal. Reinstatement to the university does not guarantee receipt of financial aid.

I am requesting an appeal for loss of financial aid eligibility for the following semester(s):
(check all that apply)

☐ Fall 2015  ☐ Spring 2016  ☐ Summer 2016
(Includes Summer Pell)

I am requesting an appeal for loss of financial aid eligibility for the following reason(s):

☐ Grade Point Average below published standards
☐ High percentage of failed, withdrawn, and/or repeated courses
☐ Number of attempted credits exceeds degree requirements by 150%

I understand I must submit all of the following information for my appeal to be considered:

☐ A typed one page letter that explains why I failed to meet SAP standards
   • Your letter must also include what has changed and your plan to ensure future academic success

☐ A completed Academic Plan Worksheet – it must be signed by a UMBC Academic Advisor

☐ A copy of my unofficial UMBC transcript

☐ Documentation supporting the extenuating circumstance(s) discussed in my appeal letter
   • Your supporting documentation should directly relate to your problem semester(s) and support the information provided in your letter

Examples of Supporting Documentation:
   • if an immediate family member passed away - include a copy of their obituary or death certificate
   • for medical issues (yours or an immediate family member’s) - include a completed medical documentation form
   • for an employment situation - include a statement from that employer on company letterhead that describes your situation; it should include their contact information
   • for an auto accident - include a police report and/or a completed medical documentation form

☐ A copy of my transcript(s) from other schools attended that are not on file with UMBC

AN APPEAL SUBMITTED WITHOUT ALL REQUIRED DOCUMENTATION (ITEMS LISTED ABOVE) WILL NOT BE CONSIDERED.

Signature  Date