2019-2020 SATISFACTORY ACADEMIC PROGRESS APPEAL

Please print clearly—illegible documents cannot be processed

Student Name: ____________________________      Campus ID: ____________________

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 decisions can be determine.

Appeal Deadline Dates:

July 19, 2019, 4:00 PM

- If you are appealing to receive summer Pell Grant based on your 2019-2020 FAFSA and/or Fall 2019 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 complete.

January 3, 2020, 4:00 PM

- If you are appealing to receive Spring 2020 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.

April 30, 2020, 4:00 PM

- If you are appealing to receive Summer 2020 Financial Aid, 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 complete.

Please refer to our website at http://financialaid.umbc.edu/sap/appeals/ for complete information about the SAP process. You should retain this page as a reference.
2019-2020 SATISFACTORY ACADEMIC PROGRESS APPEAL

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Student Name: ____________________________      Campus ID: ____________________

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 our SAP Appeal. Reinstatement to the university does not guarantee receipt of Financial Aid.

I am requesting an appeal for the loss of Financial Aid eligibility for the following semester:
☐ Fall 2019      ☐ Spring 2020      ☐ Summer 2020

I am requesting an appeal for the loss of Financial Aid eligibility for the following reason(s):
☐ Grade Point Average below published standards (Undergrad- 2.0, Grad- 3.0)
☐ High percentage of failed, withdrawn, and/or repeated coursework
☐ 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:
     o if an immediate family member passed away - include a copy of their obituary or death certificate
     o for medical issues (yours or an immediate family member’s) - include a completed medical documentation form
     o for an employment situation - include a statement from that employer on company letterhead that describes your situation; it should include their contact information
     o 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

Student Signature _________________________________________ Date ___________________

UMBC Office of Financial Aid and Scholarships · 1000 Hilltop Circle · Baltimore, MD 21250
Phone: 410-455-2387 · Fax: 410-455-3322 · Contact Us at financialaid.umbc.edu/contact
Please print clearly—illegible documents cannot be processed

Student Name: _________________________________________  Campus ID: ____________________

Program/Major:__________________________  Expected Graduation Date:___________  Cum GPA:_______

Complete the following section by listing all the courses you need to take each semester to complete your degree at UMBC (you should begin with your current semester of enrollment i.e.: Fall 2019). You must enroll only in courses necessary to complete your program of study. Attach an additional sheet if necessary.

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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.

Student Signature _________________________________________  Date ________________

Advisor Signature _________________________________________  Date ________________
Student Name: _________________________________________     Campus ID: ________________________

IF YOU HAVE DECLARED A MAJOR, THIS SECTION OF THE FORM MUST BE COMPLETED BY YOUR DEPARTMENTAL ADVISOR. IF YOU HAVE NOT DECLARED A MAJOR, YOU MAY VISIT THE OFFICE OF ACADEMIC AND PRE-PROFESSIONAL ADVISING LOCATED IN SHERMAN HALL, B-WING, ROOM 224 (2ND FLOOR).

Advisor’s Comments to SAP Committee after meeting with the student and reviewing their Academic Worksheet

☐ I am the above named student’s assigned academic advisor.

☐ I am not the above named student’s assigned academic advisor, but I am completing this academic plan review because: ____________________________________________

__________________________________________________________________________

☐ Yes ☐ No The courses listed on the plan (page 1) are required for graduation in the selected program of study.

☐ Yes ☐ No Based on the student’s academic performance, the student could reasonably be expected to complete the courses listed on the plan (page 1) for each semester.

**Required:** Please provide comments below. Consider including: explanations for answers of 'no' above, resources recommended to the student, concerns, or other relevant discussion points to assist in the appeal review process.

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

Advisor’s Printed Name and Department ____________________________     Advisor’s Signature ____________________________

Advisor’s Phone Number ____________________________     Date ____________________________