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## **2023-2024 Satisfactory Academic Progress (SAP) Appeal Form**

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The U. S. Department of Education, state governments and Wellesley College require that all students who receive financial assistance make satisfactory progress toward their degree. Satisfactory Academic Progress (SAP) is the measure of a student's overall academic progress including both a minimum cumulative grade point average and course completion rate. These standards may be found in the SAP policy at [www.wellesley.edu/sfs/info/policies](http://www.wellesley.edu/sfs/info/policies).

Students who do not maintain SAP are not eligible to receive federal or state financial aid. At this time, it has been determined that you are not currently maintaining SAP and are therefore not currently eligible to receive federal or state financial assistance. However, this form allows you to appeal this decision.

Appeal Procedure: An appeal must be submitted within 14 days of official notice of ineligibility.

1. Complete all sections of this appeal form
2. Submit a carefully written personal statement describing:
  - a. What circumstances prohibited you from meeting the academic standards of the College
  - b. What has changed that will allow you to meet the academic standards of the College
  - c. What steps you will take to ensure that you meet the academic standards of the College going forward.
3. Submit supporting documentation.

### Section I

Name (Please print): \_\_\_\_\_ College ID#: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

I am appealing for the (check one)     Fall 2023     Spring 2024     Summer 2024

Section II: Please check the applicable reason and attach appropriate documentation.

\_\_\_\_\_ I, or a close relative, have experienced a significant medical illness, injury or personal tragedy during the semester/year that I was unable to meet academic standards. Include supporting documentation (i.e. doctor's statement, letter on letter head from a counselor, minister, police officer, etc.)

\_\_\_\_\_ There was a death of a family member or someone close to me during the semester/year that I was unable to meet academic standards. Include supporting documentation (i.e. obituary, letter from a third party, etc.)

\_\_\_\_\_ Other significant event as described in the accompanying letter which occurred during or leading up to the semester/year that I was unable to meet academic standards. Additional documentation may be requested.

Section III Certify and sign

Name (Please print) \_\_\_\_\_ Wellesley College ID # \_\_\_\_\_

Student Certification:

I certify the information provided on this form, in the attached letter, and in the attached documentation is true and accurate.

I understand any falsified information will result in the automatic denial of this appeal.

I understand I may regain eligibility by meeting academic standards as outlined in the Wellesley College SAP policy.

If approved, I understand that I will meet with my class dean, as outlined in my approval letter to develop an academic plan and will be placed on financial aid probation.

Any decision made by the Student Financial Services SAP Appeal Committee is independent of the Academic Review Board (ARB) and that an appeal approved by the committee does not override any academic decisions made by the ARB.

Signed \_\_\_\_\_ Date \_\_\_\_\_