



2017-2018 Satisfactory Academic Progress Appeal Form

Name (Print clearly): _____ **MCC ID:** _____

At this time, you are not meeting the standards of Satisfactory Academic Progress (SAP). You may appeal to have your eligibility reconsidered.

Please follow the steps outlined below for the appeal process. Incomplete appeals will not be considered.

Students appealing their financial aid status must be prepared to pay for all tuition and fees with personal funds while awaiting a determination. Please be sure to keep in mind Important Dates for bill payment.

DIRECTIONS: Complete **all four** parts before submitting your appeal to the Financial Aid Office.

Part I: Attach a typed statement explaining why you did not meet SAP.

- Review your entire academic history and explain non-passing grades such as 0.0, I, W, U, N (audit).
- State your plan for getting back on track. This should not merely be a statement of good intentions.
- Include what has changed in your life, including resources you have or will use to become successful.

Part II: Attach any supporting documentation.

- Submit supporting documentation that supports your appeal.
- Failure to provide supporting documentation of your extenuating circumstances may result in your SAP appeal being denied.
- Check to make sure that documentation is for semesters that you were enrolled for and addressed in Part I.

Part III: Attach a Success Plan

- Submit a Success Plan that has been signed by a Counselor/Advisor.

Part IV: Please select the semester for which you are submitting your appeal.

Summer 2017 Fall 2017 Winter 2018 Spring 2018

For more information about the SAP policy, visit www.mcc.edu/financial_aid/fa_academic.shtml

Student Signature

Date