



To be completed by the student in black ink or typed

Name: \_\_\_\_\_ UMID: \_\_\_\_\_
Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_
Telephone: \_\_\_\_\_ Level: [ ] Undergrad (UG) [ ] Graduate (GR)
Current Major: \_\_\_\_\_ Name of Academic Advisor: \_\_\_\_\_

Federal regulations require that students make Satisfactory Academic Progress (SAP) towards the completion of their degree and maintain good academic standing. By submitting this form you are explaining your deficiency, and requesting consideration for reinstatement of your financial assistance. Appeal forms must be submitted prior to or during the semester the student is requesting reinstatement of your financial assistance. Appeal forms submitted for a term after a student has ceased attending will not be granted. If the student withdraws while waiting for an appeal decision, the appeal will not be granted.

Please check the reason(s) for the appeal.

- Exceeded 180 (UG) or 59 (GR) attempted hours
Completion rate less than the required 67%
Cumulative Grade Point Average (GPA) is below 2.0 by end of second academic year.
I have completed zero (0) attempted credits during the last two semesters at UM-Flint.

Please check the circumstance that applies. You must provide supporting documentation. Appeals without supporting documentation will automatically be denied. ALL sections must be completed or the appeal will be returned without a review.

Table with 2 columns: Circumstance for Appeal, Supporting Documentation. Rows include: Serious medical illness or injury, Death of an immediate family member, Other special circumstances (Exceeded 180/59 credit hours), and Other special circumstances.

1. Are you currently enrolled at the University of Michigan – Flint? If you are currently enrolled please indicate the semester and the number of credits you are taking (Fall 2020 – 12 credits).

Semester: \_\_\_\_\_ Number of credits: \_\_\_\_\_

2. If you are not currently enrolled, please indicate the next semester you plan to enroll at the University of Michigan – Flint and the number of credits you plan to take (Fall 2020 – 12 credits).

Semester: \_\_\_\_\_ Number of credits: \_\_\_\_\_

3. Appealing Completion Rate less than 67% or Zero Completion Two Consecutive Semesters: In a clear and comprehensive typewritten statement, explain reasons **IN DETAIL**, addressing **ALL** semesters with deficient grades, including withdrawals. **(Skip to number 4 if appealing for exceeding 180 (UG) or 59 (GR) credits.)**

4. Appealing exceeding 180 (Undergraduate) or 59 (Graduate) credits: In a clear and comprehensive typewritten statement, explain reasons, **IN DETAIL**, addressing all semesters, why you have not graduated in the allowable attempted hours. Explain reasons in detail. **(Skip if appealing for completion rate.)**

**This question must be completed**

5. In a clear and comprehensive typewritten statement, answer the following questions:
  1. What steps have you taken to be certain that you will complete all of your classes in the future?
  2. Have there been changes in your situation that will allow you to complete your classes successfully?
  3. Please explain how these changes will allow you to demonstrate that you are making progress by the next evaluation.

Expected graduation date: \_\_\_\_\_

To the best of my knowledge, all of the information on this form is complete and accurate. I further acknowledge that I will make every effort possible to improve my SAP status, and complete all of my attempted courses successfully at the University of Michigan–Flint. See SAP Policy for definition of attempted courses.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Appeal Process**

1. Return this signed form and your documentation by fax, email or U.S. Postal Service. See below for specifics.
2. An appeal reviewed by the Committee does not guarantee reinstatement of financial aid.
3. The SAP Committee will review your appeal and substantiating documentation.
4. You will be notified in writing of the SAP Committee's decision within approximately fifteen (15) business days.

If you have any questions concerning the appeal process, please set up an appointment at [umflint.edu/financialaid](http://umflint.edu/financialaid). Information about the SAP policy may be reviewed at [umflint.edu/financialaid](http://umflint.edu/financialaid) in Required Reading.