

## Undergraduate - Satisfactory Academic Progress Appeal

<b>Name:</b> _____	
<b>Date of Birth:</b> _____	<b>MSU ID#:</b> _____
<b>E-mail:</b> _____	<b>Phone Number:</b> _____
<p>I affirm that I have read, understood, and agreed to this form in its entirety and that the information supplied is true and complete. Also, by signing this form, I acknowledge that I have read and fully understand the Satisfactory Academic Progress Policy. I further agree and understand that I am currently out of compliance with this policy. I understand that the Office of Financial Aid and Scholarships reserves the right to contact previous schools attended to verify your progress at that institution. I certify that the information and documents submitted in support of this appeal are true and correct. I understand that any future suspensions under the Satisfactory Academic Policy may result in the loss of my eligibility for financial aid at MSU Denver.</p>	
<b>Signature:</b> _____	<b>Date:</b> _____

**Semester You Are Appealing To Regain Financial Aid Eligibility For:**  
(Select One Semester Only and indicate Year)

*If stated deadline falls on a weekend or holiday, deadline moves to the next business day.*

<b>Fall 20</b> ____ (Aug to Dec) <u>Deadline: December 1st</u>	<b>Spring 20</b> ____ (Jan to May) <u>Deadline: May 1st</u>	<b>Summer 20</b> ____ (May to Aug) <u>Deadline: July 15th</u>
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**Please note:** Appeals without documentation can be made incomplete or denied.

Please review our SAP policy at:

<https://www.msudenver.edu/financial-aid/undergraduate-students/#sap-appeal>

**Include The Following Items With Your Appeal:**

- PERSONAL STATEMENT** (must be typed):
- Please explain what occurred that prevented you from meeting satisfactory academic progress. If extenuating circumstances existed such as death of a relative, student illness or injury, or other extenuating circumstance beyond the student's control, please provide documentation of those circumstance.
  - Please provide a **PLAN FOR SUCCESS** explaining the changes that have been made to enable you to meet the Satisfactory Academic Progress requirements in the future.

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**DEGREE PROGRESS REPORT or CAPP REPORT:**

If you are appealing because you have *attempted 180 or more credit hours, or you are pursuing a 2<sup>nd</sup> bachelor's degree with MSU Denver*, you must attach a DEGREE PROGRESS REPORT or a CAPP REPORT with your appeal. A Degree Progress report or CAPP Report is required to ensure you are enrolled in the classes required for completion of your degree.

**STUDY ABROAD:**

If you are appealing because you have completed a STUDY ABROAD program and are still waiting for your grades to be recorded, you must provide an official or unofficial transcript of grades received abroad.

**SELF-PACED COURSE:**

If you are appealing because you are still in the progress of completing a SELF-PACED COURSE, you must provide a screen shot of your Canvas portal showing what percentage of the course has already been completed. This percentage will indicate if you have completed enough of the course to qualify for financial aid.