

Purdue University North Central
Office of Financial Aid

Satisfactory Academic Progress Appeal Form

NAME: _____ Student ID: _____

Address: _____

City: _____ Zip: _____ Phone: _____

E-Mail (required): _____

An ineligible financial aid status can be appealed if you had mitigating circumstances such as personal illness or injury, or death of an immediate family member. Professional documentation of the mitigating circumstances is required. Note: A Probationary Satisfactory Academic Progress status cannot be appealed. Approval of an appeal is for one semester only. To receive financial aid beyond this one semester you must be meeting ALL Satisfactory Academic Progress requirements. **All students will be notified of the Satisfactory Academic Progress Appeal approval/denial via E-mail.**

Indicate below the Satisfactory Academic Progress status you wish to appeal:

- **Ineligible (0 credit hours completed)** You failed to complete ALL of the credit hours for which you were registered during the previous semester.
- **Ineligible (GPA)** Based on your current grade classification your cumulative GPA is below the minimum requirement as outlined in the Satisfactory Academic Progress Policy.
- **Ineligible (Completion Rate)** Your completion rate is less than the required minimum of 67%. (Your overall earned credit hours is less than .67 times your overall attempted credit hours.)

1. On a separate piece of paper briefly describe any special circumstances that may have caused your academic performance to suffer or to be prolonged (personal, medical, family, academic, etc.)

- The special circumstances that affected your academic progress must have occurred during the semester that resulted in your becoming ineligible for financial aid.
- Documentation is required to substantiate the special circumstances you have outlined (i.e. letters from your physician, academic advisor, instructor, counselor, employer, or minister.)

2. Also list the steps you plan to take, or have taken to improve your academic performance.

CERTIFICATION STATEMENT: *I certify that the information provided and all supporting documentation is accurate and complete to the best of my knowledge.*

Student Signature

Date

Return Appeal to: Purdue University North Central
Office of Financial Aid
1401 S. US Hwy. 421
Westville, IN 46391