Submit this form online via owfiles.fau.edu
Need Help? Visit fau.edu/finaid/contact

Student Name ___________________________ Z Number ___________________________ FAU Email Address ___________________________

Address ___________________ Telephone ___________________

REQUESTING AID FOR: □ Fall ____________ □ Spring ____________ □ Summer ____________

By signing and submitting this form along with any additional documentation, you agree to appeal the cancellation of your financial aid eligibility resulting from failure to meet the GPA and/or Pace component of the Satisfactory Academic Progress (SAP) criteria. For more information, on FAU's SAP Policies, visit fau.edu/finaid/resources/policies/#progress.

NOTE: Students who are appealing based on anticipated changes to their transcript (due to academic petition action, grade changes, or new institutional/transfer work) should NOT submit an appeal until all changes have been made.

All SAP appeals must be submitted with the following:

1. A signed Student Statement of Circumstances explaining why you failed to make satisfactory academic progress and what has changed in your situation that will allow you to make satisfactory progress in the future. (You may use the area on Page 2 of this form or attach a typed statement.)

2. Any additional “Suggested Documentation” (detailed below) that supports the appeal.

DESCRIPTION OF POTENTIAL CIRCUMSTANCES FOR APPEAL AND SUGGESTED DOCUMENTATION:

Check the box below that describes the reason for your appeal.

☐ Personal injury, illness, or physical disability of student

Suggested Documentation:

1. Written or typed Student Statement of Circumstances

2. Statement from health care provider that includes the following:
   • Confirmation of the date span for which medical conditions existed.
   • Confirmation that the medical conditions may have impaired academic performance.
   • Confirmation that you have obtained treatment to address issue(s) and improve academic performance.

☐ Death/illness of family member

Suggested Documentation:

1. Written or typed Student Statement of Circumstances

2. Documentation of family member’s death or illness
   • If family member is deceased: Government Issued Death Certificate (funeral notice/obituary may be acceptable with accompanying documentation which shows relationship between the deceased and the student).
   • If family member is ill: Documentation of family member’s illness.
☐ Lack of overall progress as the result of poor performance in first FAU term

Suggested Documentation:
1. Written or typed Student Statement of Circumstances
2. Documentation of participation in tutoring or other types of assistance programs.

☐ Other Special Circumstances

If your academic progress has been affected by any other special or extenuating circumstances not included on this list, you may submit this appeal with your Student Statement of Circumstances as well as any supporting documentation.

STUDENT STATEMENT OF CIRCUMSTANCES

You may use this space or attach a typed statement to explain why you failed to make satisfactory academic progress and what has changed in your situation that will allow you to make satisfactory progress in the future.

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Decisions for Satisfactory Academic Progress (SAP) Appeals are normally made within 3 weeks of their submission. Students are responsible for all financial obligations made to the University, regardless of whether this appeal is approved or denied. Additional documentation may be requested to support your appeal.

By signing below, I am submitting the following appeal and acknowledge the above statement:

`Student Signature`  `Date`