Satisfactory Academic Progress Appeal For Exceeding Time Frame
Office of Student Financial Aid | Florida Atlantic University

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

Student Name ___________________________ Z Student Z Number ___________________________ FAU Email Address ___________________________

Address ___________________________ Telephone ___________________________

REQUESTING AID FOR: □ Fall □ Spring □ Summer

By signing and submitting this form, you agree to appeal the cancellation of your financial aid eligibility due to attempted credits exceeding the Time Frame policy maximum. For more information, on FAU's Timeframe Policies, visit fau.edu/finaid/resources/policies/#progress.

NOTE: The Time Frame represents the maximum number of attempted credits (combined institutional and transfer) for which a student is eligible to receive financial aid. For each student, the Time Frame maximum is computed individually according to the following formula: (Program Length minus Transfer Credits) x 150%.

- Students will NOT be eligible to receive financial aid for credits over the Time Frame maximum.
- NO additional allowances will be made for students who change majors or have excessive transfer credits.

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.
   (A typed statement can be attached to this form.)
2. A copy of an unofficial academic transcript.
   (Can be accessed online from the “Student Records” tab on MyFAU Self-Service.)

Page 2 of this form must be completed by an academic advisor from a college in your degree to be considered.
Completion by your academic advisor can take 2-4 weeks. Academic advisors will commonly require students to make an appointment 2-4 weeks in advance to meet to complete this form.

Decisions for Satisfactory Academic Progress (SAP) Appeals are normally made within 3 weeks of their submission. Students submitting an appeal less than three weeks prior to the fee payment deadline may be ineligible for deferment of any financial obligations with FAU. 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 ________________
THIS SECTION IS TO BE COMPLETED BY AN ACADEMIC ADVISOR

Academic Advisor Name

FAU Email Address

FAU Extension

Please certify the data requested below for the student named above:

1. Student’s Current Degree Program: ______________________________________________________

   Student’s initial entry term to any FAU degree program at their current level (either UG or 2B): ________________

   Number of credits required to complete current degree program as of initial entry term specified above*: __________
   (Not to include program requirements satisfied prior to initial entry term specified above).

2. The student still needs to complete the following coursework to earn their degree:

<table>
<thead>
<tr>
<th>Course Identifier(s)</th>
<th>Course Name or Component Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Printed Name of Academic Advisor

Signature of Academic Advisor

Title and Department of Academic Advisor

Completion Date