



NORTH GREENVILLE
UNIVERSITY
Christ Makes the Difference

SATISFACTORY ACADEMIC PROGRESS APPEAL

I. Student Information

<i>Last</i>	<i>First</i>	<i>Middle</i>
<i>Street Address</i>	<i>City</i>	<i>State & Zip</i>
Current Phone Number: _____		
Email Address: _____		
Student ID: _____		
<input type="checkbox"/> Traditional <input type="checkbox"/> CAPS <input type="checkbox"/> Graduate		

II. Justification for Appeal

If you believe your academic performance was influenced by unusual or mitigating circumstances (*i.e., illness, accident, or hospitalization; or other family emergencies*), you have the option to appeal. Documentation must be provided.

All appeals should include a legible statement that includes the following:

- Clearly explain how the circumstances prevented you from meeting SAP Standards. Provide relevant dates and address semesters in which you demonstrated poor academic performance.
- Explain how you will be able to meet the SAP Standards in the future.

Please use the following space to write your appeal.

II. Justification for Appeal (continued)

Student Certification:

I understand that this appeal is subject to review by the SAP Appeals Committee and that approval or denial of this appeal will be based on the information included (and/or attached). **Appeals that are incomplete, illegible, or lack supporting documentation will be denied. I also understand that any financial aid that is currently posted for the semester for which I am appealing will not be applied or disbursed unless this appeal is approved.** I further understand that I may apply for financial aid in anticipation of the approval of my appeal and, if approved, my aid will be awarded based on my eligibility. I will be notified of the results of my appeal via institutional email.

Student Signature: _____ Date: _____

III. Submission Method—Submit all appeals by mail, fax, or email to:

North Greenville University
Financial Aid Office
P.O. Box 1892
Tigerville, SC 29688

Fax: 864.977.7342
finaid@ngu.edu

<p>Office Use Only</p> <p>Date received by FA: _____</p> <p>FA Comments: _____</p> <p>_____</p> <p>_____</p> <p>Date sent to Committee: _____</p> <p>Committee Decision: <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date: _____</p> <p>Committee Chair Signature: _____</p>
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