2021-2022 Financial Aid Satisfactory Academic Progress Appeal Information

Please read this information provided before you complete the attached appeal form.

The appeal form is a request to reinstate your financial aid for the completion of your degree program. You must have a current FAFSA and be registered for the semester. You will need to explain in detail the extenuating circumstances which prevented you from meeting Satisfactory Academic Progress (SAP) and what has changed to ensure your academic success.

Federal regulations require students to demonstrate *Satisfactory Academic Progress (SAP)* toward an eligible degree or certificate program in order to qualify to receive financial assistance. A student who is not making *SAP* can appeal based on extenuating circumstances. If you have extenuating circumstances that have prevented you from meeting *SAP* and you wish to submit an appeal, please complete the attached form and submit all required documents to support your appeal.

Examples of extenuating circumstances could include (but are not limited to):

1. Serious accident or illness of the student or immediate family member
2. Death of an immediate family member
3. Immediate family or financial obligations
4. Other unexpected documented circumstances beyond the student's control.

Examples of unacceptable extenuating circumstances include (but are not limited to): withdrawal to avoid a failing grade, too many courses, dislike of instructor, etc.

Please note that you should only be enrolled in classes on your degree plan. You will need to submit a degree evaluation which is available online via CosmoLink and SSB. We recommend meeting with an academic advisor so you have the opportunity to ask any questions regarding classes you are taking and be sure they are all part of your program of study.

Please read the *Satisfactory Academic Progress Policy (SAP)* so that you understand the policy. It is important that you understand the time frame limits, as regulations require that schools deny financial aid eligibility to a student who cannot complete his/her certificate or degree within the time frame limit. The policy is on the ENMU-Roswell website at www.roswell.enmu.edu on the Financial Aid webpage.

Students submitting appeals who have pre-registered in classes should plan to make necessary payment arrangements to avoid being dropped from courses.

Appeal Deadline Dates Results will be sent to ENMU-Roswell student email addresses.		
Fall 2021:	Friday, August 6, 2021	Final appeals for fall: Monday, September 13, 2021
*Appeals received **after** August 6, 2021 MAY NOT be reviewed before classes begin.*		
*Appeals received **after** September 13, 2021 will be reviewed for the next semester.*		
Spring 2022:	Friday, January 7, 2022	Final appeals for spring: Monday, February 14, 2022
*Appeals received **after** January 7, 2022 MAY NOT be reviewed before classes begin.*		
*Appeals received **after** February 14, 2022 will be reviewed for the next semester.*		
Summer 2022:	Friday, May 27, 2022	Final appeals for summer: Tuesday, June 7, 2022
*Appeals received **after** May 27, 2022 MAY NOT be reviewed before classes begin.*		
*Appeals received **after** June 7, 2022 will be reviewed for the next semester.*		

Financial Aid Appeal Form (2021-2022)

Please submit all documents together. Appeals will not be accepted unless all required documents are received, which includes an updated degree evaluation. If you need to meet with an advisor, make an appointment as soon as possible. August and January are busy times for advisors and there will be a wait time.

Last Name First Name MI Student ID

Street Address City, State, Zip Phone #

1. Have you previously submitted an appeal for reinstatement of financial aid? ☐ Yes ☐ No
   If yes, when? (semester/year) _____
2. Have you received any Certificates or Associate Degrees? ☐ Yes ☐ No If yes, list the Certificate or Associates Degree and the dates received. _____
3. Semester you are requesting reinstatement of aid: ☐ Fall 2021 ☐ Spring 2022 ☐ Summer 2022
4. What is your major? _____ Expected grad date _____
   a. The major you list here **must** match the major you have declared with the Admissions Office.

☐ My request is due to poor Academic Performance (OFFAID) (GPA is below 2.0 and/or Completion Rate is under 67%). Your typed letter and supporting documentation should answer these questions:

1. Why haven't you achieved the required GPA and/or completion rate? Exactly what circumstances led to your poor academic performance?
2. What measures have you taken to solve your problems? What plans have you made to ensure you'll finish by your expected graduation date?

☐ My request is due to ALERT of being close to or TIME exceeding the Maximum Time Frame for my degree program. Your typed letter and supporting documentation should answer the following applicable questions:

1. What steps have been taken to ensure you will graduate on time?
2. Why haven't you been able to graduate within the allotted time? Exactly what circumstances prevented you from completing your degree?
3. What measures have you taken to solve your problems?

The following must be included with your appeal form;

- Typed letter explaining your extenuating circumstances
- Any documentation to support your extenuating circumstance, and
- An updated Degree Evaluation ***or*** an updated degree plan (University Studies majors **ONLY**) signed by an Academic Advisor

I understand if the appeal is approved, I will be placed on an academic plan that will need to be accepted online in SSB and there will be other stipulations that will need to be satisfied before financial aid funds are released. Furthermore, I understand an approved appeal is reviewed at the conclusion of each semester for continuation, unless otherwise noted.

Do not submit this appeal if you do not have a current 2021-2022 FAFSA on file.

Student Signature Date *R02112021*

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