

**WINTHROP UNIVERSITY
OFFICE OF FINANCIAL AID**

SATISFACTORY ACADEMIC PROGRESS (SAP) APPEAL

Student Name _____ Winthrop ID Number _____

I plan to enroll in (check one): Fall 2020 Spring 2021 Summer 2021

Students who are not meeting SAP are ineligible to receive student financial aid. However, if documented extenuating circumstances contributed to your academic performance, you may request reconsideration by filing an appeal. Winthrop University's SAP Standards may be accessed online at <http://www.winthrop.edu/finaid/sap/>.

To be considered for financial aid it is recommended that you submit your appeal and supporting documentation by:

July 1st for Fall semester ◇ February 1st for Spring semester ◇ June 1st for Summer semester

Please allow 2-3 weeks for appeals to be reviewed by the Office of Financial Aid. Submitting this appeal form does not automatically guarantee approval.

STEP ONE: Check one of the following:

- Extenuating Circumstances:** I have experienced circumstances that affected my academic performance. **The following information MUST be attached to your appeal:**
 1. A typed statement explaining your extenuating circumstance. Your explanation must include: 1) how the circumstance affected your academic performance during each semester you failed to meet SAP, and 2) how your circumstance has been resolved. *If the closure of campus due to COVID-19 affected your spring 2020 academic performance, make sure to mention that in your statement.*
 2. Provide a copy of your academic plan for the upcoming semester:
 - Undergraduate students must submit an *Academic Action Plan* created by the Academic Success Center (ASC). Request an ASC appointment as soon as possible using the ASC web request form – <http://www.winthrop.edu/success/AAP/>
 - Graduate students may submit an *Academic Plan* created by an appropriate faculty member or graduate advisor
 3. Documentation to confirm your extenuating circumstance(s). **FAILURE TO PROVIDE APPROPRIATE DOCUMENTATION WILL RESULT IN DENIAL OF YOUR APPEAL.**

- Maximum Time-Frame:** I have attempted at least 180 credit hours and must complete additional courses to receive my degree.
 1. Provide a typed statement explaining the circumstances that have led you to needing additional courses to receive your degree.
 2. Provide an outline, signed by your academic advisor, detailing the remaining courses needed to complete your degree and your anticipated date of graduation. **NOTE: IF YOUR APPEAL IS APPROVED, YOU MAY NOT RECEIVE FINANCIAL AID FOR COURSES OTHER THAN THOSE LISTED IN YOUR OUTLINE.**

- Meeting Progress:** I am now meeting Winthrop University's SAP Standards (completed at least 66.67% of my attempted credits and have at least a 2.0 cumulative Winthrop GPA). I would like to request a reevaluation of my academic progress.

STEP TWO: Certification

By signing this form I certify that I have read Winthrop University's SAP Standards and that the information I have provided is accurate and complete. I understand that the submission of this form does not guarantee reinstatement of aid eligibility. I understand if my appeal is approved, I may be expected to meet the requirements listed on my academic plan in order to retain eligibility for aid. I understand that I am responsible for making payment arrangements for charges I owe the University regardless of the outcome of my appeal.

Student's Signature _____ Date _____