Undergraduate Satisfactory Academic Progress Appeal  
2015-2016 Academic Year

Last Name ___________________________ First Name ___________________________ M.I. ________ Redlands ID ________

Our records show that you are currently ineligible for additional financial aid due to failure to meet one or more of the following standards:

☐ TIME LIMITS

Institutional aid is only available for four years (eight semesters) for students entering the University of Redlands as freshman. Transfer students are limited to eight semesters less the equivalent number of semesters accepted for transfer credit. For example, students admitted as a second semester sophomore (three completed semesters) will have two and one half years (five semesters) of institutional aid eligibility available.

☐ QUALITATIVE AND QUANTITATIVE STANDARDS

Financial aid eligibility is evaluated on both qualitative and quantitative standards after the completion of each academic term. Students failing to meet satisfactory academic progress (SAP) standards are placed on warning for one term – retaining financial aid eligibility during the warning term. Failing to meet satisfactory academic progress during a warning term results in financial aid probation without funding for the following term.

Qualitative Standards: Students must maintain a minimum cumulative GPA of a C average (2.0) to retain most types of financial aid. Merit and Talent scholarships have special requirements listed at www.redlands.edu/scholarships.asp. Johnston students who are placed on academic warning or probation are considered not to have maintained satisfactory academic progress.

Quantitative Standards: In order to ensure satisfactory progress toward the degree, students must complete (with a passing grade) the number of credits for which they are receiving financial aid. Students packaged with financial aid as a full time student are required to complete 12 credits per semester (24 credits per academic year). Students packaged as less than full time must complete a pro-rated number of credits per semester. Please note: Students completing only 24 credits per year will not complete degree requirement within the time limits noted above.

☐ ACADEMIC DISQUALIFICATION

Any student academically disqualified from the University is placed on immediate financial aid suspension. A successful appeal for reinstatement to the University will not automatically reinstate financial aid. Students must also submit a petition to reinstate financial aid eligibility for a probationary term.

To petition for reinstatement of eligibility, please complete all sections on the reverse side of this form and RETURN TO STUDENT FINANCIAL SERVICES

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<td>Registrar’s Office</td>
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<td>☐ Copy of graduation check attached</td>
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<td>☐ Copy of academic transcript attached</td>
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<td>Date Forwarded to Student Financial Services:</td>
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<td>Office of Financial Aid</td>
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<td>☐ Approved</td>
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2015-2016 Academic Year

Student’s name (please print):

__________________________________________________________________

Last                First                MI

Redlands ID Number:_________________________ Local or cell phone number:_________________________

Please check the appropriate box:

☐ I am submitting a request for consideration for an additional semester/s of institutional aid.
☐ I am submitting a request for consideration based on qualitative and/or quantitative standards.
☐ I am submitting a request after successful appeal of academic disqualification.

Detailed Personal Statement:
Attach a detailed personal statement which describes the extenuating circumstances of why you did not meet the satisfactory academic standards. This statement should include the steps you have taken to improve your future academic performance and when you plan to graduate. Also, if applicable, attach all relevant third-party documentation (such as doctor’s letter to support medical claims).

Detailed Academic Plan:
Students petitioning for an extension of the time limits should attach a detailed academic plan showing the specific courses that are required to complete the degree and the semester(s) in which these courses will be taken.

Letter from Academic Advisor:
Academic plans should be supported in writing by an academic advisor attesting to the feasibility of the plan to finish degree requirements.

Grad Check:
Meet with the Registrar’s Office to formalize a graduation check. The Registrar’s Office will forward your completed grad check and petition to Student Financial Services for review.

I certify that the information provided on this form and accompanying appeal documents is true and accurate to the best of my knowledge.

__________________________________________________________________

Student Signature                Date