
Last Name

First Name

MI

MVSU ID #

Step 3: Personal Statement

1. Provide a detailed explanation of the special circumstances that prevented you from maintaining satisfactory academic progress. You must include specific dates as to when your special circumstance occurred. **Answer in the space provided.**

2. Explain how your personal circumstances have changed so that they will no longer hinder your academic progress. Indicate what steps you have taken to ensure these problems will not be a factor in your future progress and what steps you will take to meet satisfactory academic progress? **Answer in the space provided.**

Step 4: Student Certification

Your signature certifies that the information provided is accurate and complete to the best of your knowledge. By completing and submitting this form: 1) you certify that you have reviewed the SAP policy and acknowledge that your current financial aid status is suspension and understand that if your SAP appeal is denied, you **will not** be granted financial aid for this semester and future semesters until you are once again meeting the SAP standards, 2) you and your academic advisor agree that the courses listed are acceptable toward the completion of your degree program, 3) your SAP status will be recalculated at the end of the semester.

Student Signature

Date

Last Name

First Name

MI

MVSU ID #

Step 5: Academic Plan of Study (Completed by Academic Advisor)

Current GPA _____ Major _____ Estimated Graduation Date _____

Student Not Meeting Cumulative GPA

- If approved, student must pass all credit hours attempted with a minimum semester GPA of 2.0 undergraduate/3.0 graduate. Student also understands that a complete withdrawal from any semester while on this academic plan should be discussed with an academic advisor and financial aid counselor *prior* to the withdrawal.

Student Not Meeting PACE (Cumulative Attempted Hours/Cumulative Earned Hours < 67%)

- If approved, student understands that a complete withdrawal from any semester while on this academic plan should be discussed with an academic advisor and financial aid counselor *prior* to the withdrawal.

Student Exceeding Maximum Timeframe (to be completed by Academic Advisor)

- Is this student pursuing a double major or degree? Yes No
- Did (or will) this student change his/her major? Yes No If yes, when? _____
- Expected Graduation Date _____
- Total number of remaining credit hours needed to complete degree requirements _____

The following grid is required for all students (to be completed by Academic Advisor)

List the specific courses. Carefully evaluate this plan as students will be expected to complete all courses listed below to meet satisfactory academic progression. The student may lose aid eligibility if these terms are not met. List the most efficient plan for the student to graduate; the SAP Academic Plan should detail significant and reasonable progress.

Courses Required for Appeal Semester	Credit Hours
<input type="checkbox"/> Summer _____ <input type="checkbox"/> Fall _____ <input type="checkbox"/> Spring _____ <small>Year Year Year</small>	
Example: BI111 Biology	3
Total Credit Hours	

Academic Advisor Signature

Date

Advisor Telephone Number

Advisor Email Address