

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS APPEAL

Academic Year _____ - _____

Federal regulations require students to maintain Satisfactory Academic Progress (SAP) in three areas — cumulative GPA, hours earned or completion rate, and maximum timeframe — to be eligible for financial aid. It is the student's responsibility to stay informed of the university's SAP standards and to monitor their own progress. A complete description of CUH's SAP policy for financial aid purposes (including the treatment of all grades, as well as repeat courses and remedial courses) can be found on the Office of Financial Aid website at <https://www.chaminade.edu/finaid/satisfactory-academic-progress>.

Extenuating or Mitigating Circumstances:

An appeal can be submitted if a student's failure to be in compliance with one or more areas of SAP is due to events beyond the student's control. If such mitigating circumstances can be documented for the specific semester(s) when the deficiencies occurred, the student may submit this completed SAP Appeal, along with all required documentation. Submission of the appeal does not guarantee approval, and students are responsible for dropping all classes by the add/drop deadline if they are unable to pay for classes on their own.

Supporting Documentation:

To confirm your extenuating circumstance(s), you must attach documentation from an objective third party (e.g. physician, counselor lawyer, social worker, teacher, religious leader, academic advisor, CUH Counseling Center). Documentation must be on official letterhead and verify that extenuating circumstances occurred during the timeframe referenced in your appeal. In cases of death of an immediate family member, provide a copy of the death certificate or obituary. Appeals without supporting documentation will not be reviewed.

Reinstatement of Aid:

A financial aid staff member will notify you of the decision by email to your official CUH email account. If your appeal is approved your financial aid is reinstated for the current semester. Eligibility is not retroactive to a prior term. If your appeal is denied, you may choose to apply for an alternative loan. All decisions of the Financial Aid SAP Appeal Committee are final and not subject to further appeal.

Appeal Deadline:

SAP appeals and supporting documentation for CUH Day Undergraduate students must be received by the CUH Office of Financial Aid by October 1 for the Fall semester and March 1 for the Spring semester. For PACE and Graduate students, all deadlines for appeals are 30 days from the start of the term. Appeals received after these dates will be considered for the following semester. It is the responsibility of the student to initiate an appeal before the specified deadline.

Student Information

Name: _____

Student ID Number: _____

Address: _____

Date of Birth: _____

City, State, Zip: _____

Day Phone Number: _____

CUH Email: _____

Evening Phone Number: _____

Undergraduate: Day Undergraduate PACE Evening/Online Nursing

Graduate: MSCP MAT/MED MBA MAPL MSCJA MSFS

Please check the term for which you are submitting **SAP** appeal: Summer Fall Winter Spring

