Satisfactory Academic Progress (SAP)

Appeal Form

Appeal Term: Fall 2013

Part A: Student Information (Please Print)

Student Name: ____________________________ University ID (UID): ________________ U ________________

Phone Number: ____________________________ E-mail: ____________________________ @wright.edu

Part B: Appeal Information

Your SAP status and any SAP requirements you failed to meet are viewable on WINGS Express. Login to WINGS at http://wings.wright.edu, click on the WINGS Express icon, click on Student and Financial Aid, click on Financial Aid and Scholarships, click on Eligibility requirements, select an aid year, and then click on the Academic Progress tab.

1. Indicate the reason for appeal: ☐ Cumulative GPA ☐ Completion Rate (67% Rule) ☐ Max. Timeframe* (150% Rule)

*If you are appealing due to Maximum Timeframe, you must also complete and submit a SAP Appeal Maximum Timeframe Form. The form is available to print online at http://www.wright.edu/financialaid/considerations/academic-progress-appeal.html.

2. Submit two (2) written statements:

   • Statement 1: Explain the circumstance or reason(s) you were unable to meet the SAP requirement(s).
   • Statement 2: Explain what has changed in your situation that will now enable you to meet SAP requirement(s).

3. Attach appropriate documentation that supports your written statement(s).

   • For “mitigating” circumstances (e.g., illness, injury, bereavement, etc.) appropriate documentation may include a statement of support from a physician, counselor or clergy; court documents, obituaries, etc.
   • For “non-mitigating” circumstances (e.g., return to school after extended leave, Fresh Start, change of major, etc.) appropriate documentation may include a statement of support from an academic advisor, faculty member, or tutor; academic transcripts from a transfer college, etc.

   PLEASE BE SURE TO SUBMIT THIS FORM, YOUR STATEMENT, AND DOCUMENTATION AT THE SAME TIME.

Part C: Student Certification

Read the following information carefully. Check each box and sign below. Your signature on the form certifies that you have read and understand all the information.

☐ I have read and understood Wright State University’s Satisfactory Academic Progress (SAP) policy and SAP Appeal policy.

☐ It is my responsibility to check my Wright State University e-mail account and WINGS Express account for updates to my financial aid status, including the result of this appeal.

☐ If I fail to submit any additional information requested by the Office of Financial Aid regarding this appeal by the appeal deadline above, my appeal will be denied.

☐ I am responsible for paying any charges on my student account, including tuition and fees, whether I have financial aid or not. Failure to pay outstanding charges on my student account may result the following: the accrual of late fees for which I will be responsible for paying, being dropped from all of my classes for non-payment, and/or holds placed on my registration and/or academic transcripts.

☐ If my appeal is approved, I must sign and agree to an academic progress plan which will extend my financial aid eligibility for only one probationary term. The plan will be made available to me via my Financial Aid Eligibility Requirements link in WINGS Express only if my appeal is approved, and I must agree to the academic progress plan by September 20, 2013 or my appeal will be denied.

Student Signature: ____________________________ Date: ____________________________

Office of Financial Aid
108 Student Union
3640 Colonel Glenn Hwy.
Dayton, OH 45435-3001
Phone: (937) 775-4000
E-mail: raiderconnect@wright.edu
FAX: (937) 775-4410

REP.
☐ APFA SAP ________________ ☐ APFD (ROASTAT CODE) ☐ APFM FA Rep. Initials: ________________

FOR OFFICE USE ONLY
☐ RRAAREQ Date: ________________ ☐ ROASTAT 201380
☐ ROAIMMP ☐ PG
☐ RHACOMM ☐ PU