Section I -- Student Information

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>University ID (UID)</th>
</tr>
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<tbody>
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</tbody>
</table>

To receive federal student aid at Wright State University, federal regulations require students to meet Satisfactory Academic Progress (SAP) requirements. **Students who did not meet the Maximum Timeframe requirement must meet with or email an academic advisor to map out their anticipated graduation date for their declared major or program, and the academic advisor must sign and complete this SAP Appeal Maximum Timeframe Form.**

**STOP:** Please be advised that in addition to completing this form, it is necessary to fill out the Online SAP Appeal Form available on WINGS Express under Financial Aid Eligibility Requirements. **BOTH FORMS ARE REQUIRED TO PROCESS YOUR SAP APPEAL.**

### Maximum Timeframe (150% Rule)

Students must complete their program of study within 150% of the standard timeframe required to earn their degree. The maximum timeframe is 150% of the number of credit hours needed to complete degree requirements.

<table>
<thead>
<tr>
<th>Student Level and/or Degree Program</th>
<th>Maximum Number of Total Attempted Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate / Associate’s Degree</td>
<td>90 semester hours</td>
</tr>
<tr>
<td>Undergraduate / Bachelor’s Degree</td>
<td>180 semester hours</td>
</tr>
<tr>
<td>Graduate*</td>
<td>55 semester hours</td>
</tr>
<tr>
<td>Doctoral*</td>
<td>136 semester hours</td>
</tr>
</tbody>
</table>

*Includes research and thesis/dissertation hours

Please visit our [SAP Policy and Requirements](#) page for detailed descriptions of all SAP requirements.

**Student’s Signature:** ___________________________ **Date:** ______________________

Section II – Academic Advisor’s Approval

**This section must be completed by the student’s Academic Advisor**

Please check the box that best describes your recommendation for the financial aid Max Timeframe form.

- [ ] I am NOT the student’s academic advisor and cannot complete this max timeframe form.
- [ ] I am the student’s Academic Advisor. (Please provide the information below).

**Student’s Declared Major:** ___________________________ **Degree:** ___________________________ **Anticipated Graduation Date:** ________________

Check a box(s) to indicate the reason the student has more than the maximum number of attempted hours. If you are unaware of a circumstance that prevented the student from earning their degree within the maximum timeframe, please choose ‘Other Circumstance’

- [ ] Transfer Hours
- [ ] Changed Major
- [ ] Second/Additional Degree
- [ ] Other Circumstance

**Comments:** ____________________________________________

**Name:** _____________________________________________ **Email:** ________________________________

**Academic Advisor’s Signature:** ___________________________ **Date:** ______________________

For Office Use Only

- [ ] APxM (RRAAREQ)
- [ ] ROANYUD Graduation Term ________________
- [ ] Staff Initials ________________ **Date:** ________________