

**2023-2024 SATISFACTORY ACADEMIC PROGRESS APPEAL FOR FINANCIAL AID**

Student Name (please print) \_\_\_\_\_

Phone Number (including area code) \_\_\_\_\_

Campus ID Number \_\_\_\_\_

Submission of an appeal does not guarantee approval. Incomplete appeals will automatically be denied. Appeal forms must be submitted before or within the semester you are requesting financial aid reinstatement. Appeals submitted after you have ceased attendance will not be approved. You are ineligible for Title IV aid if an appeal is received after a payment period has ended, even if the appeal is later approved.

Are you currently on **Academic** Suspension or Dismissal status?  Yes  No

Check only **ONE** semester for which this appeal applies:  Fall 2023  Spring 2024  Summer 2024

Do you also have a CMU scholarship that you wish to have considered for reinstatement with this appeal?  Yes  No

Circumstance(s) for Appeal	Required Documentation
<p><b>I am now meeting satisfactory academic progress standards after the following:</b></p> <p><input type="checkbox"/> Change of Grade</p> <p><input type="checkbox"/> Late Grade Submission – Course now has a letter grade</p> <p><input type="checkbox"/> Transfer Credits have been accepted by CMU</p>	<p><input type="checkbox"/> A completed copy of the Satisfactory Academic Progress Appeal Form with your written signature.</p> <p><input type="checkbox"/> <b>ATTACH</b> a typed personal statement with your written signature that explains:</p> <ol style="list-style-type: none"> <li>1. The circumstances that prevented you from maintaining satisfactory academic progress. Please be as specific as possible.</li> <li>2. What happened and why the event(s) caused you to be unable to maintain satisfactory academic progress.</li> <li>3. What has changed to now allow you to meet satisfactory academic progress.</li> </ol>
<p><input type="checkbox"/> Serious Personal Illness or Injury</p> <p><input type="checkbox"/> Serious Illness or injury of a family member</p> <p><input type="checkbox"/> Death of family member</p> <p><input type="checkbox"/> Other mitigating circumstances</p>	<p><input type="checkbox"/> A completed copy of the Satisfactory Academic Progress Appeal Form with your written signature.</p> <p><input type="checkbox"/> <b>ATTACH</b> a typed personal statement with your written signature that explains:</p> <ol style="list-style-type: none"> <li>1. The circumstances that prevented you from maintaining satisfactory academic progress. Please be as specific as possible.</li> <li>2. What happened and why the event(s) caused you to be unable to maintain satisfactory academic progress.</li> <li>3. What has changed and what steps you have taken or will take to achieve and maintain satisfactory academic progress.</li> <li>4. If you have exceeded the attempted number of credits allowed for your degree, list the courses you have remaining and when you plan to take them.</li> </ol> <p><input type="checkbox"/> <b>ATTACH</b> supporting documentation of your situation. Examples include but are not limited to a signed doctor’s statement on professional letterhead, hospitalization paperwork, copy of death certificate or obituary/announcement, accident reports, other professional or third-party signed statements, etc.</p> <p><input type="checkbox"/> <b>ATTACH</b> a copy of your graduation audit if you have submitted a graduation application and/or if you have exceeded the attempted number of credits allowed for your degree.</p>

**Student: Certification and Signature**



**SIGNATURE REQUIRED:** I certify that the information provided on this form is true and complete to the best of my knowledge.

I understand that I am responsible for any university bills (including late fees) that may be assessed to my account, regardless if my appeal is approved or not approved. I understand that appeals are usually reviewed within 10-15 business days from the time the completed appeal is received. **Please note: A typed name is not acceptable as a signature.**

Student Signature (handwritten signature - required) \_\_\_\_\_

Date \_\_\_\_\_