



Request for Reinstatement of Financial Aid Eligibility (Satisfactory Academic Progress Appeal)

DEADLINE DATES:

Thursday prior to the 1st week of classes for Fall
Thursday prior to the 1st week of classes for Spring
Last Friday of May for Summer

Fall
Spring
Summer

Student Name:	MUID:
Program:	MU Email:
Grad Date:	Academic Advisor's Name:

To be eligible to receive Federal financial aid funds to help pay for your education, you must be making Satisfactory Academic Progress (SAP). This means you must maintain a cumulative Grade Point Average (GPA) as listed below, a 67% completion rate and not exceed 150% of the required credits (attempted and transferred from another institution) to complete your program. Visit www.marshall.edu/fasap to review the full policy.

Which degree are you currently pursuing (check only one)?

<input checked="" type="checkbox"/>	Undergraduate Program Type	Average Credit Hours Required	Required Cumulative GPA
<input type="checkbox"/>	Associate Degree	72	2.0
<input type="checkbox"/>	Bachelor Degree	120	2.0
Graduate Program Type			
<input type="checkbox"/>	Graduate Certificate	12-21	3.0
<input type="checkbox"/>	Graduate Degree	30	3.0
<input type="checkbox"/>	Doctorate Degree	45-58	3.0 (SOM/SOP 2.0)

You may obtain the following Federal aid information from the National Student Loan Data System (NSLDS) at nslds.ed.gov.

DO NOT LEAVE BLANK. PLEASE WRITE YOUR AGGREGATE LOAN DEBT AND PELL LIFETIME ELIGIBILITY USED (LEU) FROM NSLDS.ED.GOV.

PLEASE WRITE A ZERO OR N/A IF YOU HAVE NEVER RECEIVED LOANS OR PELL.

Aggregate Loan Debt: \$	Pell Lifetime Eligibility Used (LEU)	%
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Pell Lifetime limit is 600% or the total 6 years of full-time enrollment

REASON FOR APPEAL: Please indicate which mitigating situation best applies to the reason you have experienced academic difficulty or have not completed your degree at Marshall University. **You must provide a written detailed explanation of the factors contributing to your lack of academic progress & supporting documentation.** In addition, please describe the steps taken to prevent future unsatisfactory academic progress.

- Medical:** Attach documentation from a medical professional from whom you have received advice or treatment (a Medical Documentation Support form is available at www.marshall.edu/fasap).
- Death/Illness of an immediate family member:** Submit a death certificate, obituary, or death notice. If the documents do not clearly indicate the relationship of the deceased to the student, please supply document(s) that do indicate the relationship.
- Change of Major:** Provide a written explanation of the reason for your change in major.
- Other:** Please state clearly the circumstance, not listed above, that contributed to the failure to maintain satisfactory academic progress and provide appropriate documentation.

- ✓ Submit this form to the Student Financial Aid Office at Marshall University (MU) – OM116.
- ✓ The Committee will notify you of their decision via your MU email account.
- ✓ Federal financial aid from MU can only pay for those credits needed to complete your MU program of study.
- ✓ You may check your GPA and degree progress by using DegreeWorks, available in your MyMU portal. Please contact your academic advisor if you need assistance with your academic plan.
- ✓ If the appeal is approved, you MUST follow the Academic Plan for Financial Aid and all other conditions to maintain future eligibility. All Academic Plans for Financial Aid require 80% completion (this means you cannot fail, drop, audit, or stop attending a class after the schedule adjustment period offered at the beginning of each term) and 100% if maximum time frame.
- ✓ Federal student loans may be prorated, and reduced, based on the number of credits remaining to complete your MU degree.
- ✓ If the appeal is denied you will be responsible for paying tuition and/or fees or officially withdrawing from your classes before the refund deadline.
- ✓ The Committee's decision is final.

Submit to: **Marshall University-Student Financial Aid**
1 John Marshall Drive – OM116, Huntington, WV 25755
(304) 696-3162 • fax (304) 969-3242
Email: sfa@marshall.edu • Website: www.marshall.edu/sfa

EXPLANATION: You must provide an explanation below regarding the extenuating circumstance(s) you are not meeting the minimum requirements for Satisfactory Academic Progress (SAP). If you have exceeded the 150% timeframe, please explain if this is due to taking remedial or repeat courses or change of program. If additional space is needed, attach a separate page.

CORRECTIVE MEASURES: Please provide an explanation of what has changed and describe the steps you will take to insure your Satisfactory Academic Progress (SAP) at Marshall University.

Certifications and Signatures

My signature below certifies all of the information reported is complete and correct.

WARNING: If you purposely give false or misleading information you may be fined, be sentenced to jail or both.

Student Name: _____ **MU ID:** _____

Student Signature: _____ **Date** _____

Financial Aid Office Use Only						
Cumulative GPA:		MU GPA:		Previous SAPA? Y / N	Year:	
MU ATTEMPTED:		Transfer Hour:	Completion ratio:			
Appeal Approved? Y / N	Date:					
Academic Plan for Financial Aid/Comments:						
Committee Member(s) Initials:						