

2024-2025 Satisfactory Academic Progress Appeal Form

Student Name:
Address:

Student ID:

Federal regulations require that financial aid applicants meet Satisfactory Academic Progress (SAP). Please refer to the SAP policy at umassd.edu/financialaid/maintaining-aid/satisfactory-academic-progress/. The Financial Aid Office evaluates SAP annually at the end of each spring semester. Financial aid applicants not meeting SAP standards are ineligible for federal, state, and university financial aid programs (grants/scholarships, loans and work study) including parent loans. In order to be eligible for financial aid, you must satisfy all SAP components specified in the SAP policy:

At the end of the 2023-2024 academic year, your degree progress was as follows:

- Attempted credits:
- Earned credits:
- Completion rate:
- Cumulative GPA:

Students who are not meeting SAP have the right to appeal. Here are the instructions for completing the SAP Appeal Process.

1. Go to your To-Do List on COIN and click on the SAP item. There will be an **Upload/Complete Requirement Here** link directing you to a secure document portal.
2. Complete the Appeal detailing the circumstances for not meeting SAP. You are **required** to explain why you did not meet SAP and what you will do differently to ensure, moving forward, you meet SAP standards.
3. Complete the attached Academic Plan with your Academic Advisor. Once it is signed by you and your Advisor, it must be uploaded with the **Upload/Complete Requirement Here** link.

The academic plan must be completed with the Academic Advisor or a designee of your college.

Program	Department	Email	Phone
Arts & Sciences	Academic Success Advisor, Romyne Grace	r1grace@umassd.edu	508.999.8362
Business	Assistant Dean, Neal Gouck.	ngouck@umassd.edu	508.999.8476
Engineering	ES ³ Engineering Student Support & Services	coesupport@umassd.edu	508.999.8835
Nursing & Medical Lab Sciences	Program Manager, Academic Advising & Support, Rekha Rosha	rekha.roscha@umassd.edu	508.999.8321
Visual & Performing Arts	Director of Recruitment, Retention & Student Success, Jason Loete	jloete@umassd.edu	508.910.6635
Online & Continuing Education	Director, Advising, Support & Retention, Shannon Friel	shannon.price@umassd.edu	508.910.6674
Charlton College of Business Graduates	Assistant Dean of Graduate Programs, Melissa Pacheco	mpacheco@umassd.edu	508.999.8543

We strongly encourage you to submit your appeal as soon as possible so that a decision regarding your financial aid eligibility can be made prior to the start of the semester. In the event you do not submit an appeal by the deadline or your appeal is denied, you must make alternative arrangements to pay your bill if you enroll for the semester.

- Summer 2024: 7/8/2024
- Fall 2024: 9/11/2024
- Spring 2025: 1/21/2025

We will respond via your UMass Dartmouth email regarding your appeal status. Please keep in mind that submission of an appeal does not guarantee approval.

Satisfactory Academic Progress Academic Plan

This is the required Third Party Documentation that will need to be uploaded at umassd.verifymyfafsa.com

Student Name:

Student ID:

New Academic Plan

Revised Academic Plan

To be completed by Academic Advisor/Academic Dean:

1. Semester: Summer 2024 Fall 2024 Spring 2025

2. Minimum Grade Point Average (GPA): _____

3. Registered Courses: _____

ACADEMIC ADVISOR STATEMENT

The Academic Advisor may use the space below to include any details or comments about the student's SAP Academic Plan.

Academic Advisor/Academic Dean Signature

Date

SAP Academic Plan Conditions:

1. I understand that the SAP Academic Plan needs to be uploaded at umassd.verifymyfafsa.com as the third party documentation. Failure to upload the SAP Academic Plan will result in an automatic denial.
2. I understand withdrawing from the courses listed above or receiving incomplete or failing grades may adversely affect my eligibility for future financial aid or appeals.
3. I understand I must submit a revised appeal to my academic advisor, academic dean or their designee to change this academic plan. I must explain what has happened to make the change(s) necessary and how I will make academic progress based on these changes. The academic advisor/academic dean must submit the revised written SAP appeal and academic plan directly to the Financial Aid Office for their review.
4. I understand failure to follow this academic plan may result in cancellation of financial aid and that this academic plan is valid for one semester only. After the semester has ended, my transcript will be reviewed to determine if I have fulfilled the terms of this academic plan and if I am eligible for financial aid in future semesters.
5. I understand I must submit my Satisfactory Academic Progress appeal **and** academic plan by the specified deadline:
 - Summer 2024: 7/8/2024
 - Fall 2024: 9/11/2024
 - Spring 2025: 1/21/2025

Student Signature

Date