



2023-24 Satisfactory Academic Progress (SAP) Appeal

Student Name: _____

UH ID: _____

Phone Number: _____

Date of Birth: _____

According to a review of your academic history, you are not meeting all Satisfactory Academic Progress requirements. If you were not able to meet the requirements because of extenuating circumstances, you may submit this form to appeal for continued aid eligibility. **Please log into your MyUH Services to see which requirement(s) you are not meeting, then mark the requirement(s) you are not meeting below.** You may be required to complete only one or both of the sections below (sections A and 8), depending on which requirements you are not meeting.

The deadline to submit an appeal is 30 days prior to the end of the applicable current semester.

- My Financial Aid GPA is below 2.0 (Complete Section A)
- My Credit Completion Rate (CCR) is below 67% (Complete Section A)
- I am not able to graduate within my Financial Aid Timeframe (Complete Section 8)

Section A

If your financial aid GPA is below 2.0 and/or your Credit Completion Rate is below 67%, please answer the questions below. Examples of extenuating circumstances may include financial difficulties, interpersonal difficulties, divorce or separation, illness, or death in the family, etc

What extenuating circumstances caused you to fall below the SAP requirements?

When did the extenuating circumstances occur?

Why did the extenuating circumstances affect your academic performance?

How have your circumstances changed so that you will be able to meet SAP requirements in the future?

Section B

If you do not have enough credits remaining in your Financial Aid Timeframe to complete your degree, please provide the information requested below. Examples of circumstances that prevent you from graduating within your Financial Aid Timeframe may include changing your major, failing or withdrawing from courses, and/or transfer credits that do not apply to your current degree.

Explain the reason you are not able to graduate within your current Financial Aid Timeframe. Please also explain how you will ensure that you complete your degree within your revised financial aid timeframe if your appeal is approved.

A notification of your appeal decision will be sent to your UH email.

Documentation may increase the likelihood of appeal being approved. Will you submit documentation?

- **Yes.** Please upload all supporting documents
- **No.** Please be advised that documents may be requested.

Student Signature: _____

Date: _____

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