



**Office of Financial Aid**  
50 Sunset Lane  
Paxton, MA 01612  
**Phone:** (508) 849-3366 **Fax:** (508) 849-3735  
**Email:** [financialaid@annamaria.edu](mailto:financialaid@annamaria.edu)

## 2020-2021 Satisfactory Academic Progress Appeal Form

Students who have been placed on Financial Aid Suspension and are allowed to return academically, have the right to appeal their financial aid suspension in writing. If you wish to appeal your Financial Aid Suspension, please fill out and sign the form below and return it to AMC's financial aid office.

### **STUDENT INFORMATION**

Student Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

### **EXPLANATION OF CIRCUMSTANCES**

List the reasons why you did not meet the satisfactory academic policy for required GPA and/or number of credits attempted and passed. This can include extenuating circumstances such as illness, injury, death in the family, etc. Any medical verification, death certificate, or other documentation must be provided to support the circumstance.

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List the changes that you have made or will make in your life that will help you to be successful in the upcoming semester \_\_\_\_\_

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### **STUDENT CERTIFICATION**

(1) I hereby attest that all of the information provided on this form is true and accurate to the best of my knowledge; (2) that I have appropriately obtained all supporting documentation; (3) that I have read and understand the Satisfactory Academic Progress Policy on the back of this form; (3) I understand that submitting this appeal does not guarantee approval.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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## 2020-2021 Undergraduate Satisfactory Academic Progress Policy

In order to be eligible for financial aid at Anna Maria College, a student must maintain SAP (Satisfactory Academic Progress). All students are evaluated for academic progress on an annual basis, after spring semester grades are posted, for financial aid purposes. The Federal Government requires that students be evaluated both quantitatively and qualitatively.

The **quantitative evaluation** is determined by counting the number of credits earned versus those that have been attempted. Attempted includes all classes passed, failed, withdrawn, repeated, or incomplete. Required percentage of classes passed:

Freshman must pass 50% of all classes attempted

All upper classman (students earning 30+ credits) must pass 67% of all classes attempted

The **qualitative evaluation** is determined by the cumulative GPA (Grade Point Average) which is calculated by the QPA (Quality Point Average). Please see Academic Policies & Procedures for more information on the QPA:

Freshman must earn a minimum 1.50 cumulative GPA

All upper classman (students earning 30+ credits) must maintain a minimum 2.00 cumulative GPA

The **maximum timeframe** to receive federal financial aid is 150% of the published timeframe for the program, such as **6 years** for a 4-year degree and **3 years** for a 2-year degree. After extending past the 150% maximum timeframe restriction, the student is no longer eligible for federal student aid. **Maximum Time Frame** is a requirement of the Department of Education, and must be monitored for ALL financial aid recipients. Even though it is called **Maximum Time**, it is really a measure of the number of CREDITS you have attempted, including transfer credits.

*When SAP is verified in June of each year, a student who does not meet the requirements listed above is immediately placed on financial aid suspension and all financial aid is cancelled for future semesters. Students who are allowed to return academically, have the right to appeal their financial aid suspension in writing. If a student's appeal is approved, the financial aid will be reinstated until the end of that semester. At the end of that semester, the student's cumulative GPA and number of credits earned will be reevaluated. If they are not at the required level, the student will be returned to financial aid suspension. A student may not appeal for the same reason twice. Any subsequent appeals must include additional extenuating circumstances.*