

Appeal Form for Financial Aid Reinstatement

FA70-19/20 (11/18)

Appeal Submitted For:

Student's Name

Fall Semester _____ (year)
(Due by December 1)

Spring Semester _____ (year)
(Due by May 1)

Student's UWL ID #

Summer Session _____ (year)
(Due by August 1)

E-Mail Address

Reason for Financial Aid Suspension

Telephone

_____ GPA

_____ Pace (67% Rule)

Major/Minor

_____ Maximum Timeframe
(150% Rule)

Notification of the Committee decision will be emailed only to the email address on this form.

Requirements for Completing the Appeal Process

Attach the following to this appeal form:

1. **A Personal Statement**

A) Detail the extenuating circumstances (personal illness, death in the family, etc) which prevented you from making satisfactory academic progress.

B) Directly address how the conditions that previously prevented you from maintaining satisfactory academic progress for financial aid has changed.

Failure to address both parts will result in your appeal being denied.

2. **Provide Documentation**

Include supporting statements from professionals familiar with your situation where necessary. If your circumstances are medical in nature, include medical documentation stating that you are cleared to return to school. Attach any other documentation that is relevant to your appeal. Failure to do so may result in your appeal being denied.

3. **Academic Plan**

Complete and submit the attached SAP Academic Plan. If it will take more than one semester to meet the SAP policies, your academic plan must be signed by an academic advisor.

4. **Unofficial Transcript**

You can request an unofficial transcript on WINGS. Print this and attach it to the appeal.

IF APPEALING MAXIMUM TIMEFRAME:

You must complete a credit check through your Dean's Office. The academic plan (page 2) must be completed with the courses that are required for you to graduate and signed by a representative from your college's Dean's Office.

FOR OFFICE USE ONLY:

AAFAP _____ AD _____

FINANCIAL AID OFFICE
215 Graff Main Hall
1725 State St. | La Crosse, WI 54601 USA

phone 608.785.8604 | fax 608.785.8843
finaid@uwlax.edu
www.uwlax.edu/finaid

Satisfactory Academic Progress (SAP) Academic Plan

Student Name _____ UWL ID # _____

Complete this form ONLY for the terms necessary to be meeting all aspects of the SAP policy.

For more instructions on how to calculate GPA, meet with your academic advisor.

How to use this form:

If appealing pace: Complete the course and credits boxes until your pace meets the SAP requirements

If appealing GPA: Complete the course and grades boxes until your GPA meets the SAP requirements

If appealing maximum timeframe: Complete the course boxes through graduation

	Starting GPA:	
Term _____	Starting Pace:	
Course	Grades	Credits
UWL Cumulative GPA at end of term:		
Pace at end of term:		

	Starting GPA:	
Term _____	Starting Pace:	
Course	Grades	Credits
UWL Cumulative GPA at end of term:		
Pace at end of term:		

	Starting GPA:	
Term _____	Starting Pace:	
Course	Grades	Credits
UWL Cumulative GPA at end of term:		
Pace at end of term:		

	Starting GPA:	
Term _____	Starting Pace:	
Course	Grades	Credits
UWL Cumulative GPA at end of term:		
Pace at end of term:		

A dean/advisor signature is ONLY required if it will take more than one term to be meeting all aspects of the SAP policy or if you are appealing maximum timeframe.

Student Signature _____

Date _____

Dean/Advisor Signature _____

Date _____

Grade Point Average (GPA) All undergraduate students receiving financial aid must maintain a 2.0 UWL cumulative GPA, while graduate students receiving financial aid must maintain a UWL cumulative GPA of 3.0.

Pace (67% Rule) All full-time and part-time undergraduate and graduate students at UW-La Crosse who receive financial aid must stay on pace to graduate on time. Pace is calculated by dividing the cumulative number of credits a student successfully completed by the cumulative number of credits they have attempted.

Maximum Time Frame (150% Rule) An eligible undergraduate, graduate, or 2nd degree seeking student can receive Federal financial aid while attempting up to, but not exceeding, 150% of the published normal completion length of the student's program, regardless of enrollment status.

To see full details about the above SAP suspension reasons:

<https://www.uwlax.edu/finaid/current-undergraduates/understand-satisfactory-academic-progress-sap/>