



Sam Houston State University

Financial Aid and Scholarships Office

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

Select the semester you want to appeal

FINANCIAL AID APPEAL FOR REINSTATEMENT

FALL 2020 SPRING 20__ SUMMER 20__



If you make any corrections, white outs, or alterations to any of your information on this form, you MUST initial next to it.

Student Name (blue or black ink only): Sammy Bearkat SAM ID: 000123456

Students who fail to maintain Satisfactory Academic Progress (SAP) due to a extenuating circumstance may submit a written appeal with supportive documentation after they have received official notification of denial.

HOW TO APPEAL: All appeal form requirements below must be fully completed.

1. Are you currently attending another college or university? YES (Do not submit your appeal at this time) NO
If yes, your appeal will not be reviewed until the completion of your most recent term with having your updated transcript on file with SHSU Admissions.

2. You **must** provide the following information:

A detailed explanation of your extenuating circumstance(s), either typed or legibly written, for **all** semesters that contributed to your inability to maintain SAP. This includes semesters attended at another university/college.

- Explain why the circumstance prevented you from meeting SHSU's SAP Policy
- Explain what has changed in your situation that will allow you to meet the SAP requirements now

Supporting documentation for each extenuating circumstance cited and supporting documentation of the change in your situation

Read the requirements carefully

3. Please check and follow the instructions for each denial category in which you are appealing. More than one may be checked.

Deficient Completion Rate and/or Deficient SHSU GPA <input checked="" type="checkbox"/>	<p>Common examples of extenuating circumstances are:</p> <p>Medical: Serious illness or injury experienced by you or immediate family member (parent, spouse, sibling, child) which caused inability to attend or prepare for class for an extended period. Please provide an explanation of the nature and dates of the illness or injury. Supporting documentation required: physician's statement, police report, etc.</p> <p>Death of an immediate family member: Attach a photocopy of a death certificate, funeral program, or obituary. Must include dates, the name of the individual, and proof of relationship to you.</p> <p>Significant trauma in the student's life or unexpected events that impaired the student's emotional or physical health or unexpected circumstances beyond the student's control other than one of the above situations: Supporting documentation from a third party (physician, social worker, educator, psychiatrist, police, etc.) must be provided.</p>
Maximum Time Frame <input type="checkbox"/>	<p>You have exceeded the Maximum Time Frame of credits to obtain your degree: In writing, please explain the reason for your change of major which led to exceeding your credit limit, the estimated number of credits remaining to complete your degree, and your anticipated graduation date. An appeal for Maximum Time Frame will only be completed one time. Documentation <i>not</i> required. <i>Graduate students must contact the graduate counselor to determine eligibility for appeal.</i></p>
Academic Plan <input type="checkbox"/>	<p>You have not successfully completed a semester while being on Academic Plan: Please provide an explanation using the above extenuating circumstances as to why you did not complete the Academic Plan in which you were placed on for the previous semester.</p>
Other <input type="checkbox"/>	<p>Hazlewood or Other Waiver/Exemption</p>

Select your appeal denial category

Any student submitting an appeal will receive a written response to their SHSU Email Account within ten (10) business days of receiving documentation. If an additional appeal is desired, the student may request an appeal hearing to provide additional documentation to support his or her appeal. Any student who has been denied financial aid due to lack of SAP must be prepared to pay any account balance regardless of any pending appeal status. The Financial Aid & Scholarships Office will not recommend any extension of payment deadlines for these students.

APPEAL DEADLINE: 30 days after your official SAP denial notice has been sent to your SHSU Email Account.

Student Certification: All information on this form, the written appeal and supporting documentation is true and complete to the best of my knowledge. I certify that I have read the instructions and understand that submitting an appeal does not guarantee an approval.

Student Signature: Sammy Bearkat Date: 07/31/2020

Electronic Signatures NOT Accepted

Return completed form to: Financial Aid and Scholarships Office
Box 2328, Huntsville TX 77341-2328 • Fax: 936.294.3668

Accepted: Fall – FAPP, Spring – SAPP, Summer – MAPP

Revised 09/25/2018