

Appeals: Students who fail to attain SAP after the Financial Aid Warning semester may appeal the loss of aid eligibility by submitting all of the following to the Financial Aid Office:

1. A signed, dated Satisfactory Academic Progress Appeal Form, including
 - a. the extenuating circumstances that prevented him from meeting SAP requirements AND
 - b. what has changed or positive steps he has taken to ensure he will meet SAP in the future
2. Third-party documentation that confirms the extenuating circumstances (physician, counselor, lawyer, social worker, academic advisor, religious leader, etc.)
3. Academic Improvement Plan reviewed and signed by the student's Academic Advisor.

All three items must be submitted to the Financial Aid Office prior to the beginning of the semester for which the student is requesting placement on Financial Aid Probation. Extenuating circumstances eligible for consideration include:

- Death of an immediate family member
- Student injury or illness
- Other special circumstances

All appeals are reviewed by the SAP Appeals Committee and all decisions are final. A student is limited to two appeals during his Wabash tenure. The extenuating circumstances described in a second appeal cannot duplicate those described in the first appeal. If a student is enrolled while his appeal is pending and the appeal is ultimately denied, he will be responsible for all charges incurred during that semester without the benefit of any financial aid.

Financial Aid Probation: Students who successfully appeal and are placed on Financial Aid Probation may receive aid for:

- One subsequent semester, or
- Multiple semesters if he is successfully following his Academic Improvement Plan

Students on Financial Aid Probation are reviewed at the end of the probationary semester. A student will regain financial aid eligibility for subsequent periods of enrollment if he satisfactorily completes the probationary semester and meets all of the Satisfactory Academic Progress Standards.

Likewise, a student who successfully follows the requirements outlined in his Academic Improvement Plan (AIP) may continue to receive financial aid beyond his initial probationary semester, even though SAP standards have not been met. He will be monitored in accordance with his AIP at the end of each semester up to the point in time established in his AIP wherein he plans to regain SAP. After that specified point in time has passed, he will be evaluated against the standard Qualitative, Quantitative and Maximum Timeframe standards.

Financial Aid Termination: Upon completion of his probationary semester, a student who does not attain SAP or fails to meet the requirements outlined in his Academic Improvement Plan will no longer be eligible to receive financial aid.

Regaining Lost Aid Eligibility: A student who has lost financial aid eligibility may choose to enroll without the benefit of any financial aid. If not



Academic Improvement Plan

Return this form and all related documents to:
Wabash College Financial Aid Office
PO Box 352, Crawfordsville IN 47933
765-361-6166 (fax)

Student's Last name

First name

M.I.

Wabash Student ID #

Instructions:

Meet with your academic advisor to prepare your Academic Improvement Plan (AIP). List all of the courses you must take and pass for each of your remaining semesters to complete your Wabash degree requirements. If you have electives to complete, but are unsure about your final selections, do not restrict yourself to one specific course. For example, if you need a Behavioral Science distribution course, write "Behavioral Science elective" for the course number and leave the course title blank. Additionally, indicate any courses that you plan to retake.

Example:

TERM: Spring 2020

| Course # | Course Title | Credits |
|-----------------------------|--|---------|
| BIO 102 | Plants and Human Affairs | 1 |
| ENG 212 (retake) | Creative Writing: Poetry - Language Studie s | 1 |
| CLA 111 | Topic Literature and Culture | .5 |
| Behavioral Science elective | | 1 |

In addition to meeting the terms of your AIP each semester, you must:

1. Earn credit in all attempted classes as outlined in your AIP, plus any additional classes you may choose to take. This means you must finish each class you begin and you cannot have any incompletes or "F" grades.
2. Achieve a semester grade point average of at least 2.0. A higher GPA may be necessary each semester to attain the 2.0 cumulative GPA required for graduation.

If your appeal is granted, the information you provide in your AIP will represent a contract between you and the Financial Aid Office. You should view your AIP as your official plan with no expectation for future revision.

Your Academic Improvement Plan will be reviewed at the end of each semester. Students who fail to meet the outlined requirements will not qualify for future financial aid. If, however, students encounter new extenuating circumstances that were not reported in a prior appeal, an additional appeal may be appropriate and could receive consideration. Subsequent appeals would require a new Academic Improvement Plan. Further, your AIP will become invalid if the Financial Aid Office determines at any point that it is mathematically impossible for you to graduate within the 150% maximum timeframe (12 semesters or 51 attempted credits, whichever comes first).

Complete your Academic Improvement Plan on the back of this paper. Attach additional pages if necessary.

Name:

Expected Graduation Date:

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Attach additional pages as necessary.

Keep a copy of this document for your records.

Certification:

We (student and advisor) have completed the above requested information to the best of our knowledge. We understand that this information will be used when evaluating the student's appeal to be placed on Financial Aid Probation. We understand that this document serves as an official plan and have no expectation of future revision.

| | |
|---------------------------|---------------------------|
| Student Name: | Advisor Name: |
| Date: | Date: |
| Student Signature: | Advisor Signature: |

Satisfactory Academic Progress(SAP)

Appeal Form

Students in Financial Aid Suspension status for not meeting Satisfactory Academic Progress (SAP) standards who have extenuating circumstances may appeal their Financial Aid eligibility by completing and submitting the following:

Complete and sign the SAP appeal form

Attach a signed statement describing

the extenuating circumstance(s) that prevented you from meeting SAP requirements (examples might include: student's own mental and physical illness, injury, death of family member, student or parent separation or divorce)

AND

what has changed or positive steps you have taken that will ensure that you meet SAP in the future

Documentation from a third party that confirms your extenuating circumstances (physician, counselor, lawyer, social worker, academic advisor, religious leader, etc.)

Academic Improvement Plan reviewed and signed by your Academic Advisor (enclosed) that outlines courses