mvUTSA ID:	Student's First Name:	Last:
111y 013/11D.	_ Student Strist Name.	Ed3t



Spring 2023 Satisfactory Academic Progress Appeal

Directions: This form is used for Grants, Loans, Work Study, and Exemptions/Waivers. Federal and state regulations require the Office of Financial Aid and Scholarships to monitor the academic progress towards earning a degree for students receiving financial aid and certain state exemptions/waivers. For this reason, your satisfactory academic progress (SAP) for financial aid is evaluated to verify that you have met all SAP standards. If you fail to meet the SAP standards shown below, you must complete this appeal form and provide supporting documentation in order to be reconsidered for financial aid or exemptions/waiver eligibility. Please be aware, this appeal is for financial aid assistance only and has no bearing on your academic standing.

How to Submit Form: Submit completed form through the Document Uploader for processing.

2023 Spring Appeal Deadlines: Appeal Priority: <u>December 2, 2022</u> Appeal Final Deadline: <u>March 31, 2023</u>

Grade Level	Cumulative GPA	Cumulative Completion Rate	Maximum Time Frame
Undergraduate	2.0	67%	Attempted Hours < 150% of hours for degree program
Graduate/Doctoral	3.0	67%	Attempted Hours < 150% of hours for degree program

Full time 3/4 three-quarter 1/2 half-time

Indicate the type of financial assistance you have previously received and are attempting to regain:

Financial Aid (Grants, Loans, Work Study) Exemptions/Waivers (Hazlewood, Deaf or Blind, etc.)

STEP 3 WILLIAM WILLIAM

Indicate the reason(s) as to why you are not meeting Satisfactory Academic Progress Standards:

Academic Standards (Cumulative GPA) Completion Rate Maximum Time Frames Complete Steps 4, and 6 Complete Steps 4 and 6 Complete Steps 4, 5 and 6

You must attach a typed personal statement. It is assumed that you are dependent on financial aid or your exemption/waiver. **Please not discuss your need for financial aid or exemption/waiver as this is not grounds for approval**

You must address the following sections listed below in your typed letter and provide related supporting documentation:

- 1. Provide details regarding the situation(s) that prevented you from maintaining Satisfactory Academic Progress during the last evaluation period. (Examples: extenuating medical/personal issues, change in field of study, dual major, transferred hours not counted, Covid 19 related issues, etc.)
- 2. How has your situation changed so that it will allow you to demonstrate Satisfactory Academic Progress during the next evaluation period? (Examples: attending tutoring, adjusted work schedule, reduction in course schedule, etc.)

•••••				
			RRAAREQ Code: SAP, SAP2, SAP3 •	WebX Code: : FFA_APPEAL_Form_LTR
Date:	Received By:	Processed By: _		Form revised 11/4/22 • Page 1 of 3

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myUTSA ID:	Student's First Name:	Last:	
NOTE: Only students	terminated due to exceeding Maximum Hours ar	e required to complete this step and obto	nin academic advisor support.
Assigned Academic Please specify the nu	Advisor Statement umber of credit hours required and the total cre	dit hours needed to complete the degree	2.
1. The total require	ed number of hours for the above named student	's field is:	
2. The student nee	eds the following credit hours to complete his or h	ner degree at UTSA:	
3. The total require	ed number of semesters needed to complete thei	r degree:	
	t, Semester Plan for Evaluation worksheet detailly has listed. Please ensure that the Semester Pla	-	complete/pass for any and all majors and minors the ED.
	of courses after submission will require a new on the appeal has been submitted.	degree planner submitted to the Financi	al Aid and Scholarships Office, prior to the end of the
Print Name: Department Name:			
Assigned Academic A	Advisor Signature:		Date:
.aanaanaanaanaanaanaanaanaanaanaanaanaan	annananananananananananananananananana	UTSA OFFICE USE ONLY:	

Processed By: _

_ Received By: __

RRAAREQ Code: SAP, SAP2, SAP3 • WebX Code: : FFA_APPEAL_Form_LTR

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myUTSA ID:	Student's First Name:	Last:	
STEP 6: CERTIFICATI	ON AND SIGNATURES \\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\		
Read the terms below	and sign and date this form.		
• I understand that a	ppeal decisions are made on a case-by-case	e basis:	
	ubmission of this form does not constitute ar e awarded and disbursed by that date.	n approval of my appeal and I must make payment arrangements by the tuition deadline should	
• I understand if my	appeal is:		
each semester	r. I will be sent an email to fill out a SAP Acad	status. I will be placed on an academic plan with requirements that must all be met at the end of demic Plan Agreement which will allow me to continue receiving aid for future semesters as long as Plan may range from a minimum of 1 to a maximum of 4 terms and starts for the Spring 2023.	
	not receive financial aid and will make altern Incial aid eligibility I must meet the Standard	native payment arrangements. I cannot appeal this denial for this year. I understand that in order to d SAP requirements.	
 I understand that it financial aid is not 		rnative arrangements with Fiscal Services to ensure courses will not be dropped for non-payment as	
 I hereby certify that knowledge. 	all information contained in this appeal, in	cluding the personal statement and documentation, is true and complete to the best of my	
 I hereby certify that 	I have read the information listed above an	d that I understand there is no guarantee the SAP appeal will be approved.	
Phone Number:		Email:	
Student Signature: _		Date:	