

Satisfactory Academic Progress Appeal Form

Date: [Click here to enter text](#). Name: [Click here to enter text](#). Student ID: [Click here to enter text](#).

Instructions: To appeal your current Satisfactory Academic Progress (SAP) status and have your financial aid eligibility reconsidered, follow the steps below.

1. Complete appeal form
2. Attach a detailed explanation of your circumstances- obtaining and attaching relevant, supporting documentation
3. Submit this form and all necessary documentation to **Student Financial Services** via email to finaid@mvnu.edu, by fax-740/399-8682, or mail to
Student Financial Services
Mount Vernon Nazarene University
800 Martinsburg Road
Mount Vernon, OH 43050

Appeals submitted without required documentation will be denied.

Based on your Appeal Form and supporting documentation, Student Financial Services will determine whether your circumstances warrant a period of probation or whether you will be required to meet the minimum SAP standards before reinstatement. *You will be notified via your MVNU email account of the results of the appeal.*

1. [Click here to enter text](#). I have experienced a significant medical illness, injury or tragedy that directly affected my ability to meet the SAP standards. **Documentation:** *Detailed explanation of the situation, including its severity, length of time, and how the occurrence specifically affected your school work. Include supporting documentation (i.e. doctor's statement, hospital bills, letter on letterhead from counselor/pastor, etc).*

****Note:** If your appeal is approved and the basis of your appeal is related to a chronic medical condition, an appeal in future years may not be approved.

2. [Click here to enter text](#). There was a death of a close relative or friend and this directly affected my ability to meet the SAP standards. **Documentation:** *A detailed explanation noting how the death specifically affected your school work and the deceased person's name, their relationship to you, and the time period for which this all occurred. Include supporting documentation, i.e. obituary, funeral notice, etc.*
3. [Click here to enter text](#). I have made up my "deficient hours" by passing a sufficient number of credit hours during the summer session(s). If you attended a college other than MVNU, submit this appeal AFTER you have had an academic transcript sent to MVNU and you have received a MVNU Credit Evaluation indicating the number of credit hours accepted by MVNU.
4. [Click here to enter text](#). I have exceeded the limit for "maximum hours attempted" for my degree program because I changed my major and/or degree program. **Documentation:** *Attach a written statement indicating when and why you changed your program of study, the program you were previously in, the program you are currently in, and the number of credits you have remaining to complete your current program. Include supporting documentation from your academic advisor verifying your current program and the remaining number of hours needed to complete the program.*
5. [Click here to enter text](#). Other significant event or situation that affected my ability to meet the SAP standards. **Documentation:** *Attach a detailed explanation noting the circumstances and how the occurrence affected your school work. Include supporting documentation.*

All of the information on this form and supporting documentation are complete and accurate to the best of my knowledge:

Student's Signature: [Click here to enter text](#). Last 4 digits of SSN: [Click here to enter text](#).

(Printed name for email submission)