



FINANCIAL AID
SATISFACTORY ACADEMIC PROGRESS (SAP) APPEAL
LEVEL 2 AND 3 SUSPENSIONS

If you have been notified that you are on Financial Aid SAP (Satisfactory Academic Progress) Suspension, and you believe that circumstances beyond your control caused or contributed to you not meeting financial aid SAP requirements, you may use this form to appeal for reinstatement of your financial aid eligibility.

SECTION A: Instructions: Fill out this form as completely as possible. Attach documentation where appropriate.

Form with fields for Name, MBU ID, Street address, City, State, Zip, Home phone, Alternate phone, Semester for which you are appealing, and Violation for which you are appealing.

SECTION B:

Part 1: Statement of Mitigating Circumstances: Explain what circumstances caused you not to be able to meet Financial Aid SAP requirements. Attach additional sheets if necessary.

Multiple horizontal lines for writing the statement of mitigating circumstances.

SECTION B:

PART 2: Documentation:

Attach thorough documentation for your circumstances. Types of documentation for different circumstances may include medical records, death certificates, court documents, letters from officials such as professors, pastors, psychologists regarding your circumstances, letters from close family members, etc. If you are not sure what to provide, contact your financial aid counselor. YOU MUST BE ABLE TO DOCUMENT YOUR SITUATION IN ORDER TO HAVE YOUR APPEAL CONSIDERED.

