



2026-2027 Satisfactory Academic Progress Appeal Form

While you have not met the minimum terms of Satisfactory Academic Progress (SAP) and are therefore ineligible for financial aid, the Financial Aid Office allows you to submit an appeal explaining your circumstances and requesting reinstatement of your eligibility. Please review the following important information about the Satisfactory Academic Progress appeal process:

1. Submitting an appeal does not guarantee the appeal will be approved or that your financial aid will be reinstated.
2. While your appeal is under review, you are not eligible for financial aid and are responsible for any charges due to the college.
3. Failure to make payment arrangements by the due date of your term bill may result in late payment fees and/or deregistration for nonpayment.
4. If your appeal is approved, you are responsible for ensuring you have submitted all required documents for the Financial Aid Office to determine your eligibility for financial aid.

Instructions for completing and submitting a SAP appeal:

1. Meet with an Academic Advisor to discuss the SAP appeal process and your appeal.
2. Complete the SAP Appeal Form in its entirety, including all signatures and certifications. Your Academic Advisor must complete and sign their portion of the Academic Plan.
3. Attach any supporting documents you wish to include with your appeal.
4. Submit your completed SAP Appeal Form, the document containing your responses to the questions in Section B, and any desired supporting documents to the Financial Aid Office in person or via email at sap@mccc.edu. If you choose to email your documents, the Financial Aid Office recommends copying your Academic Advisor.

All SAP Appeal Forms must be submitted to the Financial Aid Office by 5pm on the following deadlines. Appeals submitted after these deadlines will be reviewed and considered for the following term:

Fall 2026 Semester, December 1, 2026
Spring 2027 Semester, May 1, 2027
Summer 2027 Semester, July 15, 2027

Section 1: STUDENT SATISFACTORY ACADEMIC PROGRESS APPEAL

A. Student Information

Last Name

First Name

M.I.

MCCC Student ID Number

B. Student Appeal Information

On a separate page or electronic document, answer the following two questions. Number your answers clearly to correspond with each question.

1. **Why have you failed to maintain Satisfactory Academic Progress?**
2. **How have your circumstances changed so that you can succeed going forward?**

C. Certification

Read and **initial** the statements below to certify your understanding.

- ____ I understand that if my SAP appeal is approved, it is under the condition that I will complete 100% of the courses I attempted with no failed ("F"), withdrawn ("W"), incomplete ("I") or no credit ("NC") grades and that I will earn at least a 2.0 term GPA while I am on SAP Probation.
- ____ I understand that if my SAP appeal is approved, I must meet the terms of my Academic Plan or I will again be ineligible for financial aid and will be responsible for my tuition and fees until I am able to make Satisfactory Academic Progress.
- ____ I understand that once I submit my SAP Appeal Form and it is under review by the SAP Committee that I waive the right to add any more information or documents not included with my original submission and that the SAP Committee's decision is final.
- ____ I understand that if my appeal is not approved, I am responsible for any charges currently owed to the college.

Student Signature

Date

Section 2: ACADEMIC PLAN

You must meet with an Academic Advisor to complete this Academic Plan. Your Academic Advisor must complete this portion of your SAP Appeal Form and provide their signature. Academic Plans completed without the assistance of an Academic Advisor or missing the signature of an Academic Advisor will be considered incomplete and will not be accepted.

D. Academic Advisor Recommendations

What resources or support services do you recommend that the student utilize to ensure success?

E. Academic Plan

Academic Program: _____ Anticipated Graduation Date: _____

Number of Credits Completed: _____ Number of Credits Still Needed to Complete Program: _____

For all students, plan out intended courses for **at least the next two semesters**. For students who have reached **Maximum Timeframe**, plan out **all** courses remaining for students to complete their outstanding program requirements.

Fall _____ Semester	Spring _____ Semester	Summer _____ Semester

Fall _____ Semester	Spring _____ Semester	Summer _____ Semester

Fall _____ Semester	Spring _____ Semester	Summer _____ Semester

F. Signatures

Student Signature

Date

Academic Advisor Signature

Date