# 2017-2018 Study Abroad Appeal Form

**Satisfactory Academic Progress (SAP)**

**Return To:**
CAL POLY
FINANCIAL AID OFFICE
SAN LUIS OBISPO, CA 93407-0201
FAX: (805) 756-7243
financialaid@calpoly.edu

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<th>Student Last Name:</th>
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<td>Student First Name:</td>
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<td>Phone #:</td>
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<td>EMPL ID #:</td>
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**Deadline:** Appeals for current term must be submitted PRIOR to 5pm, Friday of the third week of that term. Appeals are not retroactive.

**Study Abroad Unit Completion:** Please respond to all of the following statements, typed, on a separate page.

- I failed to meet the minimum unit completion during the 2016-2017 academic year because of the following mitigating circumstance(s):
- I plan to resolve this mitigating circumstance by:

Mitigating circumstances may include but are not limited to: delay in processing of study abroad transcripts, inability to secure study abroad transcripts.

**You may include:**
Any supporting documentation that may be relevant to your case (e.g. notices from study abroad program, etc.).

**Appeal Review and Outcome:**
The final day to submit an appeal for a term is the end of the 3rd week of that term. Retroactive (prior quarter) appeals are not accepted. Appeals are reviewed by Financial Aid counseling staff, and students will be notified of the outcome by email. Appeal approval is on a quarter by quarter basis until transcripts are received and evaluated. To receive aid for a subsequent term, a student must complete a minimum 75% of units attempted with a 2.0 (3.0 for graduate students) GPA. In addition, students on Max Term approval must be registered in the approved courses outlined in their graduation plan.

**Statement of Understanding:**
I certify that all information reported on this form and any attachment is true, complete, and accurate. I understand that being currently SAP disqualified means I do not have financial aid, and I am responsible for my fees and charges. Submission of an appeal does not defer required payments. I understand that not all appeals are approved and that decisions are final. False statements or misrepresentation will be cause for denial, reduction, withdrawal, and/or repayment of financial aid.

______________________________  ________________________
Student Signature - Required   Date

(No electronic signatures)