



## Undergraduate Academic Progress Appeal Form

Office of Financial Aid  
Hawthorn 111  
Gary, Indiana 46408

Complete the application fill-in form - click in area to be completed, print, sign, and submit.

**Purpose:** If you are an undergraduate student and your aid has been suspended, use this form to appeal. Appeals must be submitted within 30 days of the beginning of the enrollment period for which you are seeking aid. Incomplete or late submission of this appeal may jeopardize your financial aid.

Name \_\_\_\_\_ University I.D. Number \_\_\_\_\_

Phone \_\_\_\_\_ E-mail: \_\_\_\_\_ Date \_\_\_\_\_

### Section 1:

**For what session do you want your aid restored?**

**Check one:**  Fall Semester Only  Spring Semester  Academic Year  Summer

Academic degree objective: \_\_\_\_\_ Anticipated grad date: \_\_\_\_\_ GPA: \_\_\_\_\_

**Mark the box for all Satisfactory Academic Progress categories that apply to you and provide the required information for each category.**

**Below Grade Point Average Required** (your cumulative GPA is less than a 2.0)

**Withdrawal.** If you completely withdrew officially or unofficially during a previous enrollment, you will be ineligible for further financial aid. You are an “unofficial withdrawal” if you received federal aid during a previous enrollment and you received all “F”s”, “FN”s” or a combination of all “F”, “FN and “W” grades. When documentation of your last date of attendance is received, we will determine whether any repayment will be required for the term referenced above. Until the documentation is submitted and reviewed, the repayment determination made, and any repayment made in full, you will be ineligible for any additional federal aid.

**Inadequate Completion of Attempted Course Work.** You have completed less than 75% of attempted coursework.

**Too many Credit Hours for Degree Objective.** You have attempted more than 150% of the credit hours required for your intended degree. Students must submit an [academic plan](#) signed by their division representative.

**Second Undergraduate Degree.** You have completed a bachelor's degree and are seeking a second undergraduate degree or an undergraduate certificate. Students must submit an [academic plan](#) signed by their division representative.

**Section 2**

All students must provide a written statement below that provides an explanation of the specific circumstances that led to satisfactory academic progress aid suspension.

If you experienced a learning disability, an injury, medical or psychological condition that made satisfactory completion of your course work impossible, you must submit documentation and a medical statement from the healthcare provider. The healthcare provider must verify your medical condition and provide a statement that he/she medically supports your decision to continue your academic pursuits.

If you experienced a life-threatening illness or death of parent, sibling, spouse or child that made satisfactory completion of your coursework impossible, you must submit a medical statement from the attending physician or a death certificate.

**Please provide a written statement below that provides an explanation of the specific circumstances that led to Satisfactory Academic Progress aid suspension.**

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**Describe how you have modified your behavior to assure successful academic progress.**

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**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_