



SATISFACTORY ACADEMIC PROGRESS FINANCIAL AID APPEAL FORM

Last Name _____ First Name _____ M _____

Street Address _____ City _____ State _____ Zip _____

Student ID (**NOT Social Security Number**) _____ Campus Location _____

Email (campus) _____ Phone _____

This appeal is for (mark one): ___ Summer 2017 ___ Fall 2017 ___ Spring 2018 ___ Summer 2018

Deadlines for appeals: Fall 2017 must be received by August 1nd 2017
Spring 2018 must be received by January 2rd 2018
Summer 2018 must be received by May 16th 2018

Reason for Appeal (mark one)

- ___ GPA lower than required
- ___ Rate of completion lower than required
- ___ Maximum time without a degree earned

INSTRUCTIONS

- Complete ALL sections of the Financial Aid Appeal Form.
- Attach appropriate documentation (3rd party unrelated professional source) for extraordinary circumstance as defined in the federal SAP policy (see website). Examples would include letter confirming medical treatment/illness, severe accident confirmation of death in immediate family and how that family member's death affected your academic progress and official death certificate. **Work is not considered an extraordinary circumstance.** All documentation must be both date and time specific.
- Attach a current college academic transcript. Grades for the **most recent term** of enrollment (including current term if you are enrolled) must be included on the transcript.
- If appealing maximum credits, you **MUST** furnish a graduation plan signed by you and your academic advisor. This plan must be course, credit and term specific.
- Return the Financial Aid Appeal Form and all required forms to Coastal Alabama Community College, ATTN: Financial Aid office:

Bay Minette/Fairhope/Gulf
Shores District
1900 Highway 31 S
Bay Minette, AL 36507
251-580-2151

Brewton/Atmore District
PO Box 958
Brewton, AL 36427
251-809-1511

Monroeville/Thomasville/
Gilbertown/Jackson District
PO Box 2000
Monroeville, AL 36461
2800 South Alabama Ave
Monroeville, AL 36460
251-575-8256

This appeal will not be considered if you fail to follow the instructions listed above or if you do not have a 2017 2018 Student Aid Report (FAFSA) on file.

For Office Use Only:

Date Received: _____ FAA Initials: _____

Decision: Approved _____

Academic Plan _____

Denied _____

Deferred _____



2017-2018 SAP Appeal Form Page2

Part One

PLEASE WRITE NEATLY (If additional space is needed, please attach a separate sheet of paper)

What extraordinary circumstances beyond your control prohibited you from meeting Financial Aid Satisfactory Academic Progress requirements? Failure to address extenuating circumstance(s) may result in denial of all future aid. BE SURE TO ATTACH 3RD PARTY NON-RELATED PROFESSIONAL DOCUMENTATION TO SUPPORT YOUR CIRCUMSTANCES.

Part Two

Please explain what changes have occurred that will enable you to meet Financial Aid Satisfactory Academic Progress requirements? What is your academic success plan to do better (academic tutoring, counseling, etc.)? **Your academic success plan must state what you are going to do differently academically to ensure academic success. This must be what you plan to do with your academics not with your personal circumstance.**

Note: For other information on The Federal Policy for Satisfactory Academic Progress, it can be located at http://www.coastalalabama.edu/financial_aid/financial_aid_policies/.

Students Signature _____ Date: _____