



Appeal Form

Unsatisfactory Status

2025-2026 Academic Year

Student's Name (please print): _____ Student ID: _____

Students in an Unsatisfactory Satisfactory Academic Progress (SAP) status may appeal for their loss of financial aid eligibility. The unsatisfactory status is a result of not meeting the 67% completion rate and/or the cumulative GPA requirement of 2.00.

Check appropriate reasons that affected your academic progress. Listed below are a few examples of documentation.

<input type="checkbox"/> Personal Related Issues <ul style="list-style-type: none">o Death certificates, obituaries of family memberso Letter from family member verifying circumstanceso Copy of police reports of incident	<input type="checkbox"/> Health Related Issues <ul style="list-style-type: none">o Signed letter from doctoro Medical Record indicating dates of medical office or hospital visits	<input type="checkbox"/> Other Circumstances <ul style="list-style-type: none">o Appropriate documentation supporting your statement
--	---	--

Describe in detail (1) what happened that prevented you from successfully completing classes at South Piedmont Community College, (2) your educational goals, and (3) what has changed to allow you to meet your educational goals now and be successful in college courses. Be specific. Attach a separate sheet of paper, if necessary.

Have you attached supporting documentation?	<input type="checkbox"/> YES, additional documents are attached
---	---

Important

- ❖ **Incomplete appeals will be denied.** Be sure to attach a detailed statement with supporting documentation.
- ❖ Appeals should be submitted to the Office of Financial Aid and Veterans Services within the published deadline dates. Any appeal submitted after a deadline date has passed will go into the next review cycle.
- ❖ The Vice President of Student Services or his/her designee will consider appeals and the decision will be final. Students will be notified through their SPCC e-mail of appeal decisions.
- ❖ While awaiting a decision, students are expected to pay their balances or set up a payment plan.
- ❖ If approved, any eligible financial aid will be applied to the student account and/or refunded to the student according to the published Financial Aid Calendar Disbursement Dates.
- ❖ Students receiving appeal approval will remain eligible for financial aid funding if they meet all requirements of SPCC's published SAP Policy, which includes maintaining a 2.5 semester GPA and 100% completion.

By signing this form, I certify that I understand the SPCC SAP policies and appeal approval process.

Student's Signature (Required) _____ Date _____

For Financial Aid Office Use Only	Reviewed by _____	Request is: Granted / Denied	Date: _____
Comments:			