



Bishop State Community College
Office of Student Financial Aid
Satisfactory Academic Progress Appeal

Federal regulations require that students receiving Federal Title IV financial aid must be making satisfactory academic progress towards graduation. The Financial Aid Office has determined you are not meeting the standards of Satisfactory Academic Progress and you must file an appeal.

Required Documentation and Reasons for the Appeal

Complete all of the items below with as much detail as possible. The responses to the numbered items should be provided on a separate sheet(s) of paper and attached to this form.

- 1. Provide your own written statement describing the reasons and the extenuating circumstances surrounding your lack of satisfactory progress.
- Indicate the particular academic terms and/or courses for which you registered, but did not subsequently earn credits.
- If appropriate, you may also provide a letter of support from an individual who is familiar with the specific circumstances surrounding your lack of sufficient progress.
- Please indicate what you have done to address the problems that have prevented you from maintaining satisfactory progress.
2. If medical problems played a role attach any supporting evidence to more fully explain your particular situation. Complete medical records are NOT needed.
3. If the suspension is due to exceeding the maximum allowable time frame for completing a program of study, please provide circumstances that may have caused the accumulation of extra hours, particularly if you have changed majors.

Student's Name: _____

Student I.D. #: _____

Student's Email: _____@bishop.edu

Phone #: _____

Student's Current Mailing Address

Student's Signature

Date

PLEASE DO NOT WRITE BELOW THIS LINE

Appeal Committee Review Date: ____/____/____

Yes/No

Appeal Committee Member #1: _____/_____

Appeal Committee Member #2: _____/_____

Appeal Committee Member #3: _____/_____

Appeal Committee Member #4: _____/_____

Appeal Committee Decision:

{ } Appeal Approved

{ } Appeal Denied

Reason for Denial comments: _____