



## Student Financial Services Satisfactory Academic Progress Appeal Form

Federal regulations require students to maintain Satisfactory Academic Progress (SAP) to be eligible for financial aid. In some cases, a student's failure to be in compliance with the SAP standards is due to events beyond the student's control. If these circumstances can be documented, this appeal form should be submitted along with supporting documentation. Students will be notified in writing of the outcome of any appeal.

Appeal must be submitted by the deadline printed in your disqualification letter. If your appeal is not submitted by this deadline, no appeal for the semester will be reviewed or approved.

### **SUBMIT THIS FORM TO:**

Simpson University  
Student Financial Services  
2211 College View Dr  
Redding CA 96003

Phone: (530) 226-4621  
Fax: (530) 226-4855  
[financialaid@simpsonu.edu](mailto:financialaid@simpsonu.edu)

### Student Information

Name (First, MI, Last): \_\_\_\_\_ Student ID#: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

### Extenuating Circumstances

The following extenuating circumstances are considered to be beyond a student's control (select one):

- \_\_\_ Serious illness or injury that required extended recovery time or significant improvement
- \_\_\_ Death or serious illness of an immediate family member
- \_\_\_ Significant trauma in a student's life that impaired the student's emotional and/or physical health
- \_\_\_ Other documented circumstances

### Documentation Requirements

- 1) Written explanation of the situation and action taken.
- 2) Letters from the following involved third parties:
  - a. Name and Title: \_\_\_\_\_
  - b. Name and Title: \_\_\_\_\_
- 3) Death certificates or obituaries, if applicable.
- 4) Other documents: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

For Office Use Only:

- Appeal Approved
- Appeal Denied
- Student Notified \_\_\_/\_\_\_/\_\_\_

\_\_\_\_\_  
Reviewed by

\_\_\_\_\_  
Date