



**Satisfactory Academic Progress for Financial Aid
Appeal/Academic Plan**

An academic plan is required to appeal the suspension of your financial aid. Since you failed to meet one or more of Great Bay Community College's standards for Satisfactory Academic Progress for Financial Aid (SAPFA), you are required to submit this appeal and plan to the Office of Financial Aid.

Your appeal will be given favorable consideration if you explain and document special circumstances impacting your ability to successfully complete your coursework. Special circumstances include, but are not limited to: illness or accident, a family death or emergency, a work-related schedule change or emergency, military deployment, loss of child care or a previously undiagnosed learning disability. Documentation is required, and you must attach the documentation to this appeal form.

You may also use this form to explain why you have a very high number of attempted cumulative credits but an incomplete current degree or certificate (change of major, a dual major, dual degree plan, etc.)

NAME: _____ ID# _____

Email address: _____

Explain and document the special circumstances impacting your academic performance:

In future semesters, I will meet the standards for SAPFA by making these changes in my approach to learning at Great Bay Community College: *(continue your writing on a separate sheet, if needed.)*

Indicate the academic and personal resources you will use in our Center for Academic Planning and Support (CAPS) to support your goals:

- | | |
|------------------------|-----------------------------------|
| _____ Peer Tutoring | _____ Writing Support |
| _____ Drop-in Tutoring | _____ Disability Support Services |
| _____ Computer lab use | _____ Math Support |



Your SAPFA Academic Plan:

If you need assistance developing this plan, please consult your academic advisor.

My plan is to achieve the minimum required GPA and complete at least 66.666% of cumulative credits attempted. To reach this goal, I will achieve all of the following measures beginning with the _____ semester:
(enter term/year)

Please initial each section below as you agree:

- ____ I will successfully complete all courses I attempt and will earn a grade of C or better for each course. I will not withdraw from any course.
- ____ I understand federal student aid is limited to the credits required to complete my degree or certificate, and I agree to register only for courses required for my degree or certificate.
- ____ I understand that I have _____ credits remaining to earn my degree/certificate.
- ____ I understand that my academic progress will be reviewed by the Office of Financial Aid at the end of every semester.
- ____ I agree that if I fail to achieve any one of the terms of this academic plan, the plan will terminate and I will no longer be eligible for financial aid.

SIGNATURES:

By signing this form, I confirm that I developed this plan for my success, and that I was encouraged to consult an academic advisor for assistance creating this plan.

My initials here indicate that I choose not to consult an academic advisor for this plan: _____

Student Signature: _____ Date: _____

Advisor Signature (if consulted): _____ Date: _____

Advisor Comments:

OFA Comments: