



# Satisfactory Academic Progress Appeal Form

(for use by Student Success Seminar Committee)

Student is responsible for completing the top portion of the form. Submit to the Records Office when completed.

**For Office use only**

(February 7, 2022)

Date received \_\_\_\_\_ Staff \_\_\_\_\_

Please Print. Date: \_\_\_\_\_ Term of Appeal \_\_\_\_\_

Name \_\_\_\_\_ Student ID number: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell \_\_\_\_\_ Email \_\_\_\_\_

**Directions:** By completing and signing this appeal you are requesting an exception to FDLTCC’s Satisfactory Academic Progress policy. Additional supporting documentation such as Dr’s notes or reports, court orders, etc., may be required upon request. Please complete the following areas:

What is your educational goal at FDLTCC? \_\_\_\_\_

What were the barriers and circumstances that contributed to why you were put on suspension? \_\_\_\_\_

What changes have you made to ensure that you will be successful from this point forward? \_\_\_\_\_

Student signature \_\_\_\_\_

Date \_\_\_\_\_

Advisor signature \_\_\_\_\_

Date \_\_\_\_\_

**ACTION TAKEN by SAP COMMITTEE: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Approved with Conditions**

\*\*Conditions listed below constitute an “Academic Plan” to assist you in regaining eligibility, being successful, and graduating.

- Earn a \_\_\_\_\_ GPA
- \_\_\_ Complete \_\_\_\_\_% of classes attempted
- \_\_\_ Have a Graduation Evaluation completed by your Advisor
- \_\_\_ Meet with your advisor to select classes
- \_\_\_ Repeat previously failed classes, if needed
- \_\_\_ Meet with Retention staff on a regular basis
- \_\_\_ Eligible for financial aid grants for this term, but no loans
- \_\_\_ No financial aid eligibility this term
- \_\_\_ May only take the following class (s): \_\_\_\_\_

\_\_\_ May NOT take the following class (s): \_\_\_\_\_

- \_\_\_ No online classes
- \_\_\_ Participate in Success Lab
- \_\_\_ Financial aid disbursement delayed until an Academic Progress Report form is submitted at mid-term. Must be attending classes and have a “C” or better in ALL classes for financial aid to be released.
- \_\_\_ It is not possible to earn a 2.00 GPA or 67% Completion Rate by your major’s credit limit (max time frame) – you must complete a maximum time frame petition with the Financial Aid Office.
- \_\_\_ Conditions selected to help improve completion rate
- \_\_\_ Conditions selected to help improve GPA

Other: \_\_\_\_\_

\_\_\_\_\_  
Vice President, Academic Affairs Date

\_\_\_\_\_  
Financial Aid Date

\_\_\_\_\_  
Dean, Student Services Date

\_\_\_\_\_  
Registrar Date

Note: You have the right to appeal the SAP Committee’s decision. Please see FDLTCC’s President located in administration.

An affirmative action, equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities. Consumers with hearing or speech disabilities may contact us via their preferred Telecommunications Relay Service.