

2021-2022 FEDERAL AID SATISFACTORY ACADEMIC PROGRESS APPEAL

Deadline: Your appeal must be **submitted** by the date below for the semester in which you are requesting assistance:

Fall 2021: September 15, 2021 Spring 2022: March 11, 2022

INSTRUCTIONS TO FILE A FINANCIAL AID APPEAL

- 1. Sections 1-2: You must be registered in the semester for which you are appealing.
- 2. Sections 3-4: Complete all sections and submit supporting documents.
- 3. Section 5: Meet with an Academic Advisor to complete an Academic Plan. If you are in a special program i.e. College Discovery (CD) or Accelerated Study in Associate Program (ASAP), you must meet with an Academic Advisor from that area to complete and sign your academic plan. All other students must meet with an academic advisor in Student Advising Services.
- **4.** Your appeal must be submitted to your Academic Advisor no later than the deadline date above. Your appeal will be reviewed by the Federal Financial Aid Appeals' Committee and you will receive email notification of their decision within 4 weeks. Decisions made by the **Federal Financial Aid Appeals' Committee are final**.
- 5. If your appeal is approved, your federal aid award will be reinstated for the semester covered by the appeal. If your appeal is denied, you will not be eligible for federal aid and you will be required to use other resources to finance your education for the semester.

SECTION 1: STUDENT INFORMATION

Last Name:		First Name:		
EMPLID#:		Email:		
Street Address:			City:	
State:	Zip Code:	Tele	phone#:	



Last, First Name:

EMPLID#:

SECTION 2: REASON FOR FEDERAL AID SUSPENSION

Please check all that apply:

□ I have not met the college's minimum retention standards based on my cumulative Grade Point Average (GPA).

 \Box I have not successfully earned the minimum credits required based on the number of credits I attempted.

 \Box I have exceeded the maximum (90 attempted) credits normally required for my degree. I acknowledge that if I exceeded the maximum attempted credits, I may be ineligible for federal financial aid.

SECTION 3:

Check the reason(s) why you were unsuccessful academically and attach supporting documents, for example, doctor's statement, hospitalization document, death certificate, accident report, work documentation, etc.

Personal illness/hardship	Change in work schedule beyond your control
Death or illness of immediate family member	Call to active military duty
Other:	

SECTION 4: STUDENT'S PERSONAL STATEMENT

Explain the reason(s) for your appeal. Please indicate how you will successfully meet the Satisfactory Academic Progress standards. (Limit: 350 words)



Last, First Name:

EMPLID#:

SECTION 5: STUDENT'S ACADEMIC PLAN

Major:	Cumulative GPA:	Cumulative Credits Earned:

Academic Plan Session I:

Course Number	Credits	Minimum Grade Required

Academic Plan Session II:

Course Number	Credits	Minimum Grade Required

Projected Cumulative GPA:_____

Projected Semester Credits:

STUDENT CERTIFICATION

By signing below, I agree to the terms and conditions of this academic plan. I understand that my academic progress will be reviewed again at the end of this semester. If I fail to comply with the terms and conditions of my academic plan, my financial aid will be suspended for the following semester.

Student Signature

Print Name

Date

ACADEMIC ADVISOR CERTIFICATION

I have reviewed and approved the student academic plan. If followed, the student will be able to regain financial aid eligibility and achieve academic success at LaGuardia Community College.



Last, First Name:		EMPLID#:	
COMMITTEE DETERMINAT	ION		
Appeal Approved		Appeal Denied	
Reasons for denial:			
\Box Insufficient documentation			
\Box Reason(s) given does not support basis for appeal			
Academic Plan is not attainable			
Other			
Comments:			

Committee Chairperson Signature

Print Name

Date

SFS Office use only

SFS ACADEMIC PLAN COMPLIANCE REVIEW

Yes, this student has met the conditions of the academic plan and aid will be reinstated.

No, this student has not met the conditions of the academic plan.

If no, explain: