

UNLV Financial Aid and Scholarships
SATISFACTORY ACADEMIC PROGRESS (SAP) APPEAL FORM

PAGE 1 OF 2

Clearly **PRINT** or **TYPE** responses

Student's Name _____

UNLV L# _____

E-Mail Address _____

STEP 1: INDICATE WHY YOU NEED TO APPEAL - mark all that apply

My UNLV cumulative grade point average is below 2.00 (for undergraduates) or 3.00 (for graduates).

I did not complete the required number of credits. I am deficient _____ credits.

My total credits attempted have exceeded 186 credits for undergraduate work.

STEP 2: WRITE YOUR APPEAL LETTER AND DOCUMENT YOUR CASE

If you have a **credit or GPA deficiency**, include in your written appeal all of the following:

1. Describe why you became deficient,
2. Describe how you plan to resolve deficiency using the academic plan on page 2 of this form
3. Describe why you did not utilize the probationary period to resolve deficiency, and
4. Provide appropriate documentation of the extenuating circumstances mentioned in your letter of appeal.

If you are appealing regarding **excessive credits**, explain the factor(s) that will cause you to exceed the maximum credit limit.

STEP 3: COMPLETE PAGE 1 AND 2 OF THIS APPEAL FORM

STEP 4: SUBMIT YOUR COMPLETED APPEAL FORM, WRITTEN APPEAL LETTER AND SUPPORTING DOCUMENTS TO FINANCIAL AID AND SCHOLARSHIPS

CERTIFICATION: I certify the information on this Satisfactory Academic Progress Appeal, my written appeal, and any supporting documentation are accurate, true, and complete to the best of my knowledge. I will provide other information as requested by UNLV Financial Aid and Scholarships. I realize that a final decision may not be made on my Satisfactory Academic Progress Appeal unless all steps above are complete and until I submit any additional information if requested by UNLV Financial Aid and Scholarships. I understand any false information may be cause for the denial, reduction, and/or repayment of student financial assistance and may subject me to a fine, imprisonment, or both under provisions of the U.S. Criminal Code.

Student's Signature

Date

