

Hampton University Financial Aid

Satisfactory Academic Progress Appeal

Academic Year \_\_\_\_\_

Federal regulation requires students to maintain Satisfactory Academic Progress (SAP) in three areas: (1) cumulative GPA, (2) hours earned, (3) completion rate, and maximum timeframe- to be eligible for financial aid. It is the student’s responsibility to stay informed of the University’s SAP standards and to monitor their own progress. A complete description of HU’s SAP policy for financial aid purposes can be found on the HU’s website at:

[http://www.hamptonu.edu/student-services/financialaid/hu\\_satisfactory\\_academic\\_progress\\_policy.cfm](http://www.hamptonu.edu/student-services/financialaid/hu_satisfactory_academic_progress_policy.cfm)

**Extenuating Circumstances:**

An appeal can be submitted if a student’s failure to be in compliance with one or more areas of SAP is due to events beyond the student’s control. If such mitigating circumstances can be documented for the specific semester(s) when the deficiencies occurred, the student may submit this completed SAP appeal, along with all **required documentation**.

**Supporting Documentation:** To confirm your extenuating circumstance(s), you must attach documentation from an objective third party (i.e. physician, counselor, lawyer, social worker, teacher, religious leader, Academic advisor, HU Counseling center or Health Center). Documentation must be on **official letterhead and verify that extenuating circumstances occurred during the timeframe referenced in your appeal**. In cases of death of an immediate family member, provide a copy of the death certificate or obituary. **Appeals without supporting documentation will not be reviewed.**

**Reinstatement of Aid:** You will be notified of the decision by mail. If your appeal is approved your financial aid will be reinstated for the current semester. Eligibility is not retroactive to a prior term. If your appeal is denied, you may choose to apply for an alternative loan.

**All decisions of the SAP Appeal’s Committee are final and not subject to further appeal.**

**Appeal Deadline:**

SAP appeals and supporting documentation must be received by the HU Office of Financial Aid on or before July 31 for the Fall and by January 3 for the Spring. If your appeal is not approved and you still wish to attend, you may do so at your own expense.

**\*\*\* Appeal Form, Typed Letter explaining what happened and what will change and Supporting Documentation \*\*\***

Last Name: _____				First Name: _____				HUID# _____			
Appeal is for: __ Fall		__ Spring		Academic Major _____				Anticipated Graduation Date: _____			
HU email address: _____											
Current Mailing Address:											
_____											
Street				City				State		Zip	

Office of Financial Aid & Scholarships

Hampton University

Hampton, VA 23668

