

SBVC Financial Aid Office 701 S. Mt. Vernon Ave. San Bernardino, CA 92410 AD/SS Building, Room# 106

2013-2014 Satisfactory Academic Progress (SAP) Appeal

Please com	plete this form and <u>includ</u>	<u>e</u> any necessary attachments for consi	deration.
Name:		Student ID #	
Telephone Nu	umber:	Email:	
You MUST list	t your current major:	and goal: AA /AS Degree Ce	rtificate Transfer
STEP 1: You	MUST select a reason for you	r appeal, which is listed on the SAP notificati	on letter sent to you.
GPA S	i tandard : (<u>Did not</u> maintain a r	minimum cumulative 2.0 Grade Point Averag	e /GPA)
Units	Completed Standard:(Did not	complete at least 2/3 or 67 % of all units att	empted)
Maxin	mum Unit Standard:(<u>Exceeds</u> a	allowable units for educational goal) MUST co	omplete 1 & 2 below:
Only OI 2. Have v a. b.	NE SEP will be considered, mus your counselor complete AND The total REQUIRED Units rea The expected transfer/gradu Counselor Comments:	o obtain and submit a current Student Educ it be CORRECT & include ALL current courses o sign the academic certification parts a – c b maining to complete the educational goal is ration date for this student is	. No Revisions! Delow:
Counselor's N	Name (Please PRINT)	Counselor's Signature	Date
		typed written sheet may be attached to answilled to meet the SAP standard(s) listed in Ste	

2.	What circumstances have changed that will allow you to meet the SAP standards before the next evaluation?			
•	•	stions #1 & #2 in detail and include specific dates d your appeal will be denied. Attach a separate s		
STEP 3	3: Attach Supporting Documenta			
•		include: A completed <u>Student Educational Plan</u> was to be a completed or certificate and the expected or certificate and the		
•	substantiate your explanation for not	ances must be supported by official documents meeting SAP standards (i.e., letter from your docrvice, proof of incarceration, police reports, accep	ctor, copy of birth or	
		Statements of Understanding		
	ve read and understand the Satisfactory bsite at: <u>www.valleycollege.edu/financ</u>	<pre>/ Academic Progress Policy which is available on ial_aid.</pre> If approved, I agree to the terms of		
	•	SAP standards each semester. I understand that weeks (or longer) and I will be notified by mail o		
l un	derstand that no further revisions, or c	hanges to my SEP, major or educational goals w	ill be approved.	
		D14 Academic Year must be submitted and receive omplete packets will not be considered. I also un		
	•	onsider my appeal and the committee decisions		
	Student's Name (Please PRINT)	Student's Signature	Date	