



Satisfactory Academic Progress (SAP) Appeal Form

Name: _____ Phone: _____ Email Address: _____

Instructions: Carefully review the instructional bullets below. Failure to submit a complete appeal may result in a delay or denial of your appeal.

- Answer sections one through four below.
• If you have completed college courses since your suspension, the transcripts must be included in the appeal.
• If failure to maintain Satisfactory Academic Progress is due to circumstances beyond your control, please attach COPIES of supporting documentation (ex. Medical notes, police reports, etc.)

Send completed appeal to: Oklahoma Wesleyan University, Attention Kandi Molder, 2201 Silver Lake Road, Bartlesville, OK 74006. You may fax it to 918.335.6811 or email it to kmolder@okwu.edu.

1. Appeal Type (select one): O Academic suspension O Financial Aid suspension O Academic and Financial Aid suspension

2. Suspension Reason:

- O I am appealing because of my GPA.
- Appeal Form
- Explanation (attach)
O I am appealing because I failed to meet the required 67% pace of progression
- Appeal Form
- Explanation (attach)
O I am appealing because I have/will exceeded the maximum number of credit hour.
- Appeal Form
- Explanation (attach)
- Degree Audit from Academic Advisor - needs to include an estimated graduation date

3. I am requesting reinstatement of aid for the following term/semester: _____

4. Explanation: Both questions must be answered or the appeal will not be considered.

- What extraordinary circumstances caused you to be unable to meet Satisfactory Academic Progress? Be specific when explaining your circumstances. Lack of information will result in a delay of an appeal or may result in denial of your appeal.
• What is changing to allow you to meet Satisfactory Academic Progress in the next semester/term? Be specific when explaining what has changed. This directly impacts the appeal.

Signature: _____ Date: _____