



Academic records indicate that, as of the end of the spring term, you have not met one or more of the requirements for satisfactory academic progress listed below. Therefore, as mandated by the U.S. Department of Education, you are no longer eligible to receive financial aid funding until you once again meet these minimum standards of measurement.

Per Federal Regulation, the Office of Financial Aid is required to perform an annual review of academic progression to ensure that each student who receives federal or state financial aid is academically progressing at a satisfactory rate. SMU has also adopted these minimum standards for all institutional need-based aid programs.

The minimum standards of measurement for evaluating satisfactory academic progress (SAP) are as follows.

Requirements for Undergraduate Students:

- Successfully complete a **minimum 75% of attempted hours**.
- Successfully complete a program of study in **no more than 12 terms**. (Transfer students must complete in no more than 5 terms)
- Maintain a minimum cumulative SMU **grade point average (GPA)** of **2.000** for Federal, State, and SMU Institutional aid programs. (SMU Merit-based scholarship programs each have cumulative GPA requirements that may exceed the 2.000 minimum. Please check with your Financial Aid Advisor if you are unsure of the GPA requirement for your specific scholarship.)

Requirements for Graduate Students:

- Successfully complete a **minimum 60% of attempted hours**.
- Earned hours **cannot exceed 150% of the hours required** by the program of study.
- Maintain a minimum cumulative SMU **grade point average (GPA)** of **2.000** for Federal, State, and SMU Institutional aid programs. (SMU Merit-based scholarship programs each have cumulative GPA requirements that may exceed the 2.000 minimum. Please check with the Academic department for your specific program of study if you are unsure of the GPA requirement for your specific scholarship.)

If you believe there have been specific events or issues, such as health or medical problems, the death of a family member, or extenuating circumstances that may have inhibited your academic performance, we recommended that you submit an appeal for an extension of eligibility. If approved, you will be given one, probationary term of financial aid eligibility to improve on your academic performance. At the end of the probationary term, your progress will be reviewed for improvement. If you wish to submit an appeal for an extension of eligibility, please read and complete the following pages. For more detailed information on SMU's policy on satisfactory academic progress, please go to the following website.

<https://www.smu.edu/EnrollmentServices/FinancialAid/TypesOfAid/SatisfactoryAcademicProgressRequirements>

If you have any questions regarding SAP or the appeal process, please contact your Financial Aid Advisor.

Division of Enrollment Services/  
Offices of Undergraduate and Graduate Financial Aid



SMU

2019-2020  
*Satisfactory Academic Progress Appeal*

Student Name \_\_\_\_\_ SMU ID Number \_\_\_\_\_

I am submitting this appeal for eligibility to receive aid for the following term (check one):

Fall 2019 \_\_\_\_ Spring 2020 \_\_\_\_ Summer 2020 \_\_\_\_

Federal, State and Institutional regulations prohibit SMU from awarding aid based on your current academic progress status. For information on the specific standards of measurement, please go to the following website: <http://www.smu.edu/EnrollmentServices/FinancialAid/TypesOfAid/SatisfactoryAcademicProgressRequirements>

**If you wish to submit an appeal for a single term extension, you must complete the following steps. (Please note that all of the required documentation must be submitted at the same time.)**

1. **Formal, written letter of explanation:** Must be submitted to the Office of Financial Aid. This letter must include the following:
  - The circumstances that prevented you from maintaining satisfactory academic progression
  - How you plan to effectively improve your academic performance to once again achieve the minimum standards of measurement
2. **Consultation and evaluation by your Academic Advisor:** Your Academic Advisor must approve an academic plan for improvement. The academic plan and the Advisor's statement below must be signed and submitted to the Office of Financial Aid.
3. **Final Review and Submission of Appeal:** Submit your letter, signed Academic plan, and this signed statement to your Financial Aid Advisor. \*

**ACADEMIC ADVISOR'S STATEMENT**

According to Federal, State, and SMU requirements, the student is not making Satisfactory Academic Progress which has impacted his/her eligibility to receive federal, state, and institutional based financial assistance. I have advised the student that Financial Aid may be in jeopardy unless these minimum standards of progress are met. I have reviewed and approve of the attached academic plan for improvement.

Number of hours left to complete degree \_\_\_\_\_ Expected graduation date \_\_\_\_/\_\_\_\_/\_\_\_\_

Academic Advisor's Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date: \_\_\_\_\_

*\*Upon receipt of these documents your awarding status will be re-evaluated. If you are awarded for an additional semester, please see your FA Adviser at the completion of the term.*



# SMU

## 2019-2020 Satisfactory Academic Progress Appeal

Example--Fall 2015			Spring 2016			Summer 2016		
Course	Type	Hours	Course	Type	Hours	Course	Type	Hours
ECON	1311	3	ECON	1312	3			
ENGL	1301	3	EMIS	1307	3			
MATH	1309	3	ENGL	1302	3			
PHIL	1317	3	PSYC	3380	3			
PSYC	1300	3	WELL	1101	1			
Total Hours Fall		15	Total Hours Spring		13	Total Hours Sum		
								Total Hours AY
								28

  

Fall _____			Spring _____			Summer _____		
Total Hours Fall			Total Hours Spring			Total Hours Sum		
								Total Hours AY

  

Fall _____			Spring _____			Summer _____		
Total Hours Fall			Total Hours Spring			Total Hours Sum		
								Total Hours AY

  

Fall _____			Spring _____			Summer _____		
Total Hours Fall			Total Hours Spring			Total Hours Sum		
								Total Hours AY



## *Satisfactory Academic Progress Appeal*

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