Satisfactory Academic Progress Student Worksheet

Name:______________________ SID #:___________ Date:________

What is Satisfactory Academic Progress? Satisfactory Academic Progress (SAP) is the overall measure of your progression toward degree completion. The U.S. Department of Education, required for Title IV financial aid, NCAA regulations, and the institutional policy require that all student accounts be reviewed periodically. ASU assesses student progress after every payment period (the end of every semester). Because Adams State University strives to assist all students in the successful completion of a degree, the Office of Student Financial Aid reviews academic progress of all students at the end of each semester according to the Minimum GPA Standard, the Pace Standard, and the Maximum Credit Standard. Students who do not meet these standards risk losing financial aid eligibility.

Several factors contribute to a lack of academic success. To help us determine which factors affected you during the semester, please complete this worksheet and bring it to your SAP meeting with your academic advisor. During your meeting, you will discuss these factors with your advisor and may be referred to additional support services. If you have financial aid, it will be held for review until after you meet with your advisor and this form is completed and submitted to the One Stop.

SAP appeals will be processed once they are finished completely. Please take the time to answer the following questions in complete sentences and discuss any concerns you may have with your academic advisor. Additional documentation may be requested to support your SAP appeal.

TO BE COMPLETED BEFORE MEETING WITH ADVISOR:

What is your approach to studying? List several strategies you use.

Why did you fail to meet SAP standards? What plans do you have to improve your academic standing?

How has not passing or completing courses impacted you financially? (e.g., borrowing loans, paying for repeating courses, potential to lose all federal financial aid, etc.)

Is there any other information you would like to share with the SAP Committee? (e.g., family situation, personal issues, academic issues, etc.)

ONE STOP STUDENT SERVICES CENTER
208 Edgemont Blvd. • Alamosa, CO 81101 • Phone: (719) 587-7306 • Fax: (719) 587-7366
Toll-free: (866) 344-1687 • Email: onestop@adams.edu • Web site: www.adams.edu/onestop

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ASU SATISFACTORY ACADEMIC PROGRESS TOWARDS DEGREE COMPLETION APPEAL

If you are not meeting the following standards, please complete this form with your assigned academic advisor and submit it to the One Stop, no later than 30 days after classes begin, for the determination of financial aid eligibility, academic standing, and athletic eligibility (meets NCAA progress towards degree regulation- 14.4).

1. Minimum GPA Standard (2.0 cumulative GPA for undergraduates and 3.0 for graduates)
2. Pace Standard: successful completion of at least 67% of total attempted hours
3. Maximum Credit Standard: completion of program(s) of study within 150% of degree requirements.

If at any point during your degree program a review determines that you cannot complete your program of study within SAP standards, all financial aid eligibility will cease.

NAME (print): ______________________ SID: ______________ PHONE: ______________
ASU E-MAIL ADDRESS: ________________________ @grizzlies.adams.edu ADVISOR: ________________________

TO BE COMPLETED WITH ADVISOR:
I have met with my assigned advisor and, as determined with my advisor, agree to participate in the selected strategies to support my success at Adams State University. I understand that my financial aid eligibility will not be further reviewed until this form is completed. Completion of this form does not guarantee financial aid will be reinstated.

☐ Academic Plan: If you have not met GPA and/or Pace Standards for more than any two prior semesters or if you are appealing the Maximum Credit Standard, you must complete an Academic Plan with your academic advisor and submit it with this appeal form. If your appeal is approved, you must fully comply with this prescribed academic plan and successfully complete all courses within the term in order to maintain financial aid eligibility. Gen ed and degree plans listing semester(s) of each course enrollment and course repeats must be included with this appeal.

Anticipated graduation date (term/year): ______________________

☐ Tutoring: I will participate in weekly tutoring sessions through Grizzly Testing & Learning Center or Student Support Services on _______ at _______ in ____________________________.

day of week time subject(s)
____________________
Signature of Tutoring Coordinator

☐ Progress Checks: I will have scheduled progress checks with my instructor(s) ☐ or advisor ☐ on _____________________.
date/time
____________________
Signature of Instructor(s) or Advisor

☐ Other success strategies or resources:
☐ Counseling & Career Center ☐ Student Support Services
☐ GPA update request ☐ Student engagement activities (clubs, events, etc.)
☐ Math Lab ☐ Writing Studio
☐ Repeat courses:
☐ Restricted enrollment:
☐ Other: __________________________________________________________

By signing below, I understand that if I do not participate in the strategies selected above or improve my academic progress to meet the standards, I risk becoming ineligible for financial aid through Adams State University.

Student’s Signature ______________________ Date ______________________
☐ Approved ☐ Refused ______________________ (reason for refusal)
Signature of Academic Advisor or Department Chair ______________________ Date ______________________

For Financial Aid office use only:
Posted by: ______________________ Comments: GPA needed for continued FA: ________ for ________ hours Term: ________
Date: ______________________
Cum. GPA: ________
Pace: ______% ______
Acad Plan required: Y / N
Emailed: ☐ RHACOMM: ☐