



# Tiffin University

## Satisfactory Academic Progress Appeal

In order to appeal the denial of Financial Aid due to failure to maintain Satisfactory Academic Progress, you must complete this form, attach the required documentation and return to the Financial Aid Office.

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### Type of Appeal

Please check the appropriate category (More than 1 category may apply)

\_\_\_ **GPA**- If this appeal is based upon your cumulative grade point average, you must address the issue of completing courses with a GPA lower than 2.0.

\_\_\_ **Completion Rate**- If the ratio of hours attempted to hours passed is less than required, you must address enrolling in courses and receiving a withdrawal/s (WD/WF), failed classes, or an incomplete/s (I) which had negatively affected your completion rate.

### Reason for Appeal

Please indicate which mitigating situation best applies to the reason you have experienced academic difficulty. Documentation may be requested. On the next page please provide a detailed explanation of the factors contributing to your lack of academic progress. Also, please describe the steps you have taken to prevent future unsatisfactory academic progress.

\_\_\_ Medical

\_\_\_ Death/Illness

\_\_\_ Change of Major

\_\_\_ Other Circumstances \_\_\_\_\_



**Please explain why you have not made satisfactory academic progress (you may attach a separate sheet if needed):**

**Please describe the steps you have taken to correct the problems in order to achieve satisfactory academic progress:**

By signing this appeal I certify that the information provided is complete and correct.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date