



Financial Aid - Satisfactory Academic Progress Petition

NAME _____ SS# _____ SID# 885- _____

You are currently not eligible for financial aid because records indicate that you have not made Satisfactory Academic Progress. If you believe that unusual circumstances beyond your control (such as illness, injury, or a death in the family) prevented you from making progress, you may submit this petition, or if you have reinstated your eligibility, you may submit this petition. Be sure to fully explain the unusual circumstances and indicate how the situation has changed so that you can make progress in the future. Be sure to **attach supporting documentation** (e.g., doctor's note, injury report, etc.) as appropriate.

INDICATE THE REASON FOR THIS PETITION BY MARKING THE APPROPRIATE BOX AND WRITING YOUR STATEMENT BELOW:

UNSATISFACTORY GPA OR CREDIT COMPLETION

- In your last quarter of enrollment—your quarterly/cumulative GPA was below a 2.0.
- In your last quarter of enrollment you did not complete the required credits as noted on the Satisfactory Academic Progress Policy.
- Late grade or grade change—indicate the date you expect the grade to be entered in your academic record

MAXIMUM TIME FRAME EXCEEDED OR THIRD PROGRAM

- You have exceeded the maximum time frame for completing your degree or certificate program at LWTC. Financial aid students must complete their program in no more than 125% of the number of credits (attempted) for the program. You may petition if you can show reasons that the delay in completing your degree in a timely manner is due to circumstances that were beyond your control. **A graduation plan, signed by an academic advisor, detailing what coursework remains and when you expect to finish must be provided. An appeal can only be approved for classes required to graduate in the student's enrolled program.**
- You are requesting aid for a third program at LWTC.

REINSTATEMENT OF AID

- You have completed the required number of credits at your own expense, meeting all satisfactory progress requirements. No additional explanation is required.

Please explain the unusual circumstances beyond your control that prevented you from making satisfactory academic progress. *You may attach additional pages if necessary.*

Student Signature _____ Date _____



OFFICE USE ONLY

CONFIDENTIAL

PROFESSIONAL JUDGMENT ACTION RECORD

Name: _____ SS#: _____ SID#: _____

COMMENTS:

DECISION:

Approved Pending Denied

Financial Aid Signature: _____

Date: _____