



Office of Student Financial Services

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Satisfactory Academic Progress Appeal & Academic Action Plan Aid Year:

Student's First Name

Student's Last Name

BUID #

Phone Number

Indicate the circumstances beyond your control that caused your academic progress to be unsatisfactory

Reasons for Appeal	Required Documentation
<input type="checkbox"/> Personal illness or injury <input type="checkbox"/> Personal crisis <input type="checkbox"/> Illness of a family member <input type="checkbox"/> Death in the family <input type="checkbox"/> Other	<input type="checkbox"/> Attach a one-page explanation about what happened and what has changed Your explanation MUST include the following: <ol style="list-style-type: none"> Explain what happened - why you were unable to maintain satisfactory progress (Attach any relevant supporting documentation, which may include a doctor's statement, copy of hospital/urgent care/physician's bill, obituary, funeral notice, or death certificate.) Explain what has changed - the corrective measures you have taken or will take to achieve and maintain satisfactory academic progress. IF this is not your first appeal: Your explanation statement must include information about what has changed since your last appeal. You MUST also attach the "Planner" section from your DegreeWorks and have it signed by your advisor. <p>Include your name and student ID at the top of your explanation page.</p> <p>*Lack of awareness of withdrawal policies, requirements for satisfactory academic progress, or unpreparedness for college coursework, will not be accepted as reasons for the purpose of an appeal.</p>
<input type="checkbox"/> Original grade was lower than current changed grade	<input type="checkbox"/> Attach an explanation stating the semester, class completed, and date of completion. You also MUST submit this appeal and complete all of the requirements of the Academic Action Plan.

Academic Action Plan

<input type="checkbox"/> If you are exceeding the maximum time frame Please review our repeat coursework policy.	<ol style="list-style-type: none"> Review, print, and attach your complete DegreeWorks Audit - Student and Graduation worksheet view -Access DegreeWorks through your MyBelmont account under the registration tab -The DegreeWorks Audit must indicate what courses are needed to graduate and when they will be taken Enter your anticipated graduation date: _____ Note: If your appeal is approved, aid can only be used to pay for courses <u>required</u> for your degree or eligible program.
<input type="checkbox"/> If you are below the minimum GPA and/or below the pace of progression (completion percentage)	<ol style="list-style-type: none"> Update, review and attach your completed "Planner" section from DegreeWorks Compute and enter the results of your DegreeWorks GPA Calculator below: My GPA will reach 2.0 or 3.0 by _____ if I maintain _____ GPA per semester. <small>TERM YEAR</small> My pace will reach 66.67% by _____ if I pass _____ credits per semester, and <small>TERM YEAR</small> My Total Attempted & Transfer credits will equal _____

Appeals must be submitted before the semester is over. Aid cannot be reinstated retroactively for a prior semester.

Submission of this appeal form does not guarantee approval. Decisions of the committee are final and will be communicated by email 2-3 weeks from the time the appeal was submitted. If your appeal is approved, you will be eligible for aid. If your appeal is denied, you are not eligible for financial aid and you will need to use alternative financial resources to attend Belmont University until you meet SAP standards.