Financial Aid Office
1401 Presque Isle Avenue
Marquette, MI 49855
Phone: 906-227-2327
Fax: 906-227-2321
sap@nmu.edu

Appeal for Reinstatement of Financial Aid

Appeal for (circle one): **Fall** **Winter** **Summer** **Academic Year** _____

Student Name: _____ Date: _____

NMU Email Address: _____ NMU ID: _____

Mailing Address: _____ Phone: _____

City, State Zip Code: _____

Federal law requires all students who receive financial aid to make Satisfactory Academic Progress (SAP) toward their degree. Students not meeting these standards have the right to appeal this status if special circumstances such as illness, injury, death of a family member, or other extenuating circumstances prevent them from meeting these requirements. Please complete this form and submit a typed explanation and any relevant documentation to support your statements.

In order to appeal your financial aid termination you must:

1. Complete the top of this form and attach responses to the following:
   - Explain the mitigating circumstances that **contributed to not maintaining Satisfactory Academic Progress.** If your difficulties resulted in poor performances in more than one semester, you must explain the factors that contributed to the deficiencies over the entire period, not just the most recent period. **Include appropriate supporting documentation.**
   - State why you believe it is possible for you to improve upon maintaining Satisfactory Academic Progress and identify any corrective action you have taken. **Include appropriate supporting documentation.**

   Responses for these two items should be typed and submitted with this form. Completed forms and required documentation may be dropped off in the Financial Aid Office, 2107 Hedgcock or mailed to the Financial Aid Office at 1401 Presque Isle Avenue, Marquette, MI 49855.

2. Attach third party, professional documentation to clarify/support your appeal. You should provide the most comprehensive documentation available. Examples of acceptable documentation include, but are not limited to:
   - In cases of death: obituary, death certificate, newspaper article.
   - In cases of illness: letter from physician corroborating illness, length of recuperation and your ability to be successful in a school setting.
   - Other: Third party professional documentation that covers the time frame of your indicated difficulty.
   - Letters of support from your academic adviser or others in a professional or supervisory capacity may be included.

The Appeal Committee members will review your appeal individually. It is in your best interest to provide the most complete information possible. If your supporting documentation is insufficient or unclear, additional information may be requested. You will receive a response via e-mail to your NMU e-mail address and/or the mailing address above within ten days of the Appeal Committee's decision.

I CERTIFY THAT ALL INFORMATION AND DOCUMENTATION I HAVE SUBMITTED PERTAINING TO THIS APPEAL IS TRUE AND ACCURATE.

STUDENT SIGNATURE _____ **DATE** _____

OFFICE USE ONLY

Current SAP Status _____ Program _____

Hours Attempted _____ Hours Earned _____ Percentage of Completion _____ NMU GPA _____

MAX _____ Current enrollment _____ Remain _____ Graduate Semester _____

Previous Appeal(s) (Semester and Decision) _____

Comments _____