



Satisfactory Academic Progress Appeal for Major or Grade Change

Name: _____ CWID: _____

Instructions:

- 1. In a TYPED and SIGNED letter explain the circumstances that caused you not to meet Satisfactory Academic Progress (SAP).
2. I am requesting a revision of my Satisfactory Academic Progress status because of a:
- MAJOR CHANGE: This only applies if you change from a Certificate to an Associate's degree or an Associate's degree to a Bachelor's degree.
Updated Major: _____
- GRADE CHANGE
Course Name: _____
Previous Grade: _____ Current Grade: _____
3. CONFIRMATION PAGE showing completion of the SAP Counseling, 'The Key Components to the Satisfactory Academic Progress (SAP) Financial Aid Appeal Process' (see link below):
https://www.collin.edu/financialaid/financialaidcounseling.html
*You will need to create a new login to complete this counseling session.

Appeal Review

An appeal that does not meet the requirements per the SAP policy will not be approved.

Student Agreement

I certify that my statement is true and accurate. I understand that I am responsible for any charges and payment deadlines while my appeal is being reviewed.

The deadline for submitting an appeal is 30 days after the official first day of classes for a semester.

Student Signature: _____ Date: _____

For Financial Aid Office Use Only

Table with 2 columns: 'Check appropriate box and print screen:' and checkboxes for 'For Major Change: SGASTDN' and 'For Grade Change: SHATCKN'.

Office use only: Aid Year: _____ Campus: _____ Date: _____ RRAAREQ Code: APPEAL Status Code: _____ Initials: _____