FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS APPEAL

Academic Year –	
Federal regulations require students to maintain Satisfactory Academic Progreearned or completion rate, and maximum timeframe — to be eligible for finance the university's SAP standards and to monitor their own progress. A complete purposes (including the treatment of all grades, as well as repeat courses and Financial Aid website at https://www.chaminade.edu/finaid/satisfactory-acader	tial aid. It is the student's responsibility to stay informed of description of CUH's SAP policy for financial aid remedial courses) can be found on the Office of
Extenuating or Mitigating Circumstances:	
An appeal can be submitted if a student's failure to be in compliance with one student's control. If such mitigating circumstances can be documented for the student may submit this completed SAP Appeal, along with all required docum approval, and students are responsible for dropping all classes by the add/dro own.	specific semester(s) when the deficiencies occurred, the nentation. Submission of the appeal does not guarantee
Supporting Documentation:	
To confirm your extenuating circumstance(s), you must attach documentation lawyer, social worker, teacher, religious leader, academic advisor, CUH Couns letterhead and verify that extenuating circumstances occurred during the timef immediate family member, provide a copy of the death certificate or obituary. A reviewed.	seling Center). Documentation must be on official frame referenced in your appeal. In cases of death of an
Reinstatement of Aid:	
A financial aid staff member will notify you of the decision by email to your office financial aid is reinstated for the current semester. Eligibility is not retroactive to apply for an alternative loan. All decisions of the Financial Aid SAP Appeal of t	to a prior term. If your appeal is denied, you may choose
Appeal Deadline:	
SAP appeals and supporting documentation for CUH Day Undergraduate students by October 1 for the Fall semester and March 1 for the Spring semester. For Fare 30 days from the start of the term. Appeals received after these dates will responsibility of the student to initiate an appeal before the specified deadline.	PACE and Graduate students, all deadlines for appeals be considered for the following semester. It is the
Student Information	
Name: S	Student ID Number:
Address: D	Date of Birth:
City, State, Zip:	Day Phone Number:
CUH Email: E	Evening Phone Number:
Undergraduate: ☐ Day Undergraduate ☐ PACE Evening/Online	☐ Nursing
Graduate: ☐ MSCP ☐ MAT/MED ☐ MBA ☐ MAPL	□ MSCJA □ MSFS
Please check the term for which you are submitting SAP appeal:	nmer Fall Winter Spring

Chaminade University of Honolulu, 3140 Waialae Ave, Honolulu, HI 96816 Email: finaid@chaminade.edu Web: http://www.chaminade.edu/finaid Phone: 808-735-4780 Fax: 808-739-8362

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Appea	al Process
1.	
2.	Statement from your academic advisor. This statement should be provided if you have been consulting with an advisor to
2.	improve your academic standing. The advisor should provide his or her opinion of your ability to improve academic performance and the number of credit hours in which you have been advised to enroll during the upcoming semester. The statement must be on CUH letterhead or sent from the advisor's CUH email account. In addition, it is strongly recommended that you obtain and review a copy of your unofficial academic transcript before you submit your appeal (an unofficial copy is available through CUH web portal.
3.	CUH current Program Evaluation and Degree Audit Form. If you are not completing at least 67 percent of the coursework attempted and/or have violated the 150 percent maximum timeframe component of SAP, you must provide a completed CUH Program Evaluation and Degree Audit Form with this appeal. The Program Evaluation form is available on the student web

Certification

I am requesting to have my financial aid eligibility reinstated. I understand that the CUH Office of Financial Aid may deny without question any SAP appeal that is incomplete or lacks documentation. I am, therefore, submitting my SAP appeal with appropriate documentation. By signing this form, I certify that the information on this form is truthful and accurate. I understand that any false statement or misrepresentation may be cause for reduction and/or repayment of federal, state, or institutional financial aid.

portal, and the Degree Audit form can be found on the website.

Student's Signature:	Date: