



Cornell University

Office of Financial Aid and Student Employment

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FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS APPEAL

Student Name

Cornell ID

PURPOSE

This form provides the opportunity to appeal for reinstatement of your student aid eligibility. This form should only be completed if you have encountered extenuating circumstances that prohibited you from meeting financial aid satisfactory academic progress.

Valid reasons for a SAP appeal include death of a relative, an injury or illness or other extenuating circumstances. **Lack of awareness of withdrawal policies or requirements for financial aid satisfactory academic progress are not acceptable reasons to appeal.**

Refer to the website for Cornell University's [Financial Aid Satisfactory Academic Progress \(SAP\) policy](#)

Please take the following steps to complete your SAP Appeal:

- 1. Student Section.** Answer all questions listed in Section 2. Please attach a separate sheet if necessary. Initial the items under Student Certification and sign the form.
- 2. Supporting Documentation.** Attach date-specific documentation from a third party familiar with your extenuating circumstances. A third-party can include a therapist, healthcare provider, community intervention agency, social worker, law enforcement officer, clergy member or other adult non-relative. If your third-party chooses to submit a letter on your behalf, the statement should be signed on letterhead.
- 3. College Section:** Meet with your College Registrar or Advisor to review your academic progress and discuss the remaining credits, GPA requirements or other conditions needed to ensure progress toward Satisfactory Academic Progress and degree completion.
4. Return the completed appeal form, any required documentation, and academic plan to the Office of Financial Aid for your respective degree.

Undergraduate and Graduate Programs: [Secure Online Document Submission](#)

Law School: law.financialaid@cornell.edu

Veterinary Medicine: vetfinaid@cornell.edu

Johnson MBA: [Secure Online Document Submission](#)

After your appeal has been reviewed by the Office of Financial Aid, you will receive email notification of the outcome in approximately two weeks. If your appeal is approved, you will be reconsidered for student aid sources for which you applied and will have one semester of financial aid probation. At the end of your semester on financial aid probation you must be meeting the financial aid SAP standards or, if applicable to your situation, meeting the requirements of an academic plan. If your appeal is denied, you can restore eligibility by enrolling for one or more semesters at your own expense until you achieve the minimum financial aid SAP standards. Appeals must be submitted promptly to provide adequate time for review and processing. If an appeal is received after a payment period has ended, you will not be eligible for any Title IV aid in the payment period that has ended, even if the appeal is later approved.

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS APPEAL

Student Section

Section 1: Student Information

Last Name:	First Name:	MI:
Cornell ID:	Net ID:	Telephone:

Section 2: Explanation of Circumstances

1. The date(s) your circumstances/difficulties occurred: From _____ To _____

2. Why were you unable to make financial aid satisfactory academic progress (SAP)? To be making SAP at Cornell University, students must earn 67% of the credits attempted, have a cumulative GPA defined in Cornell's Financial Aid Satisfactory Academic Progress (SAP) policy, and earn their degree within the maximum timeframe of 150% of the published length of the primary degree program. Please explain the specific circumstances that prevented you from meeting the SAP requirements.

3. What has changed in your situation that will allow you to make financial aid satisfactory academic progress in the future?

4. What supporting documentation are you including with this appeal? If submitting a letter, please provide the third-party's relationship to you (see step 2 on page 1 for details).

Student Certification

Please carefully read and initial each item.

I understand if my appeal is approved, I will have one semester on financial aid probation.

I understand if my appeal is approved, I must be meeting the requirements of SAP at the end of my semester on probation, or be meeting the requirements in my academic plan.

I understand that in order to be making SAP I must be meeting the following standards:

- I must have a cumulative GPA as established under the SAP Policy for my program.
- I must maintain a pace of completion (credits earned/credits attempted) of at least 67%.
- I must complete my academic program within the maximum timeframe, which is 150% of the published length of my primary degree program.

I understand that failure to comply with the above terms could result in the loss of financial aid. I certify that all information provided in this appeal including any attachments, are true and complete to the best of my knowledge.

Section 3: Signature

Student's Signature:	Date:
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FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS APPEAL

College Section

Student Name

Cornell ID

Meet with your College Registrar or Academic Adviser to complete the following items:

1. Current Program of Study:
2. Projected Graduation Date: (mm/yy)
3. The TOTAL number of credits your current program requires for graduation:
4. The TOTAL number of earned credits that apply toward graduation requirements in your current program: -
5. The TOTAL number of required credits you still must complete for graduation from your current program(s): =
6. If it appears it will take more than one semester in which to meet SAP standards and regain Title IV eligibility, please provide details on the academic plan that has been established to ensure that you, the student, will be making SAP at a point in the future. You may attach additional documentation.

Adviser signature and contact information:

I have met with the above named student to discuss the remaining required credits he or she must complete to graduate from the current program of study listed above.

College Registrar/Adviser Signature

Date

College Registrar/Adviser Contact Information: Phone Number

Email