



Cornell University

## Office of Financial Aid and Student Employment

203 Day Hall  
Ithaca, New York 14853-2801  
t. 607.255.5145  
f. 607.255.6329  
e. [finaid@cornell.edu](mailto:finaid@cornell.edu)

# 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. Circumstances related to an outbreak of COVID-19, including, but not limited to, the illness of a student or family member, compliance with a quarantine period, or the general disruption resulting from such an outbreak will also be considered under 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 and any required documentation to the Office of Financial Aid for your respective degree.

Undergraduate and Graduate Programs: [finaid@cornell.edu](mailto:finaid@cornell.edu)

Law School: [law.financialaid@cornell.edu](mailto:law.financialaid@cornell.edu)

Veterinary Medicine: [vetfinaid@cornell.edu](mailto:vetfinaid@cornell.edu)

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

## 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 \_\_\_\_\_