

## 2024–2025 Satisfactory Academic Progress Appeal

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Students whose Satisfactory Academic Progress (SAP) status has resulted in the loss of financial aid eligibility for the 2024–2025 academic year may use this form to appeal the decision based on extenuating circumstances. See the complete SAP policy at [drexel.edu/drexelcentral/sap](http://drexel.edu/drexelcentral/sap).

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
University ID

\_\_\_\_\_  
Drexel Email

Please indicate your program level:     Undergraduate     Graduate     Professional

### Explanation of Extenuating Circumstances

Please attach a typed statement, signed and dated, that explains in detail the extenuating circumstances that resulted in your not meeting the SAP standards. Please be sure to include required supporting documentation. For examples of accepted supporting documentation, please see the next page.

A portion of your statement must include the changes that you have made in your academic preparedness to be successful in your academic career going forward. (For example, use of various support services found on campus. Please be specific.)

**Appeals submitted without all required documentation will be regarded as incomplete and will be denied.**

Based on your notification of failing Drexel's satisfactory academic progress, please select the extenuating circumstance(s) that may have contributed to your inability to maintain eligibility for federal aid by checking the category that applies to your situation. (Please supply supporting documentation for **each** circumstance.)

**Recent Death of Immediate Family Member**

**Recent Serious Illness or Injury to Student or Immediate Family Member**  
(Do not submit medical documentation)

**Significant Family Stress or Personal Trauma in Your Life That Impacted Your Emotional and/or Physical Health**

**Other – Please Specify**

\_\_\_\_\_  
(Provide appropriate documentation)

By signing below, I certify that all of the information reported is complete and correct. I understand that the Office of Financial Aid will make a final and binding determination regarding my appeal.

\_\_\_\_\_  
Signature (Original Signature Required)

\_\_\_\_\_  
Date

Examples of Reasons for Submitting an SAP Appeal	Examples of Supporting Documentation (not inclusive)
Recent Death of Immediate Family Member	<ol style="list-style-type: none"> <li>1. A detailed statement, including the name of the deceased and their relationship to you with an explanation of how this event negatively affected your coursework.</li> <li>2. Supporting documentation (e.g., copy of the obituary, notice of the funeral, or death certificate).</li> <li>3. Supporting documentation that demonstrates your ability to return to classes and complete your coursework successfully (e.g., letter of support from professional counseling and consultation, physician's statement).</li> </ol>
Recent Serious Illness or Injury to Student	<ol style="list-style-type: none"> <li>1. A detailed explanation of the medical circumstances, including the date of occurrence, duration, and how it negatively affected your academic success.</li> <li>2. Supporting documentation (e.g., physician's statement, copy of police report).</li> <li>3. Supporting documentation regarding what steps you've taken to improve your ability to complete your coursework successfully (e.g., physician's statement or third-party agency that assisted you during your illness or injury).</li> </ol>
Recent Serious Illness or Injury to Immediate Family Member	<ol style="list-style-type: none"> <li>1. A detailed explanation of the medical circumstances of the family member, including the name and relationship of the family member to you, the date(s) of occurrence(s), duration, and how it negatively affected your coursework.</li> <li>2. Supporting documentation (e.g., physician's statement).</li> <li>3. Supporting documentation regarding what steps you've taken that will allow you to complete your coursework successfully (e.g., physician's statement or third-party agency).</li> </ol>
Significant Family Stress or Personal Trauma in Your Life That Impacted Your Emotional and/or Physical Health	<ol style="list-style-type: none"> <li>1. A detailed explanation of the crisis, including the date of occurrence, duration, and how it negatively affected your academic success.</li> <li>2. Supporting documentation (e.g., physician's statement, copy of police report, Personal Protection Order).</li> <li>3. Supporting documentation that demonstrates your ability to complete your coursework successfully (e.g., physician's statement or third-party agency that assisted you with resolving this crisis).</li> </ol>