

University of Vermont Financial Aid
Satisfactory Academic Progress Appeal Form & Academic Plan

Section 1: Student Information

Full Name

Student 95

Expected month/year of graduation:

Section 2: Student Acknowledgment

Initial or check each item below

I have read and understand the Satisfactory Academic Progress standards. (Click [here](#) for policy)

I understand that submission of this appeal does not guarantee reinstatement of aid eligibility.

I understand I must provide a written explanation (below or a separate attachment) of the circumstances which resulted in my not meeting the Satisfactory Academic Progress standard, along with additional documentation to support my explanation.

I understand that I must also explain what has changed that will now allow me to meet the Satisfactory Academic Progress standard.

I understand that I must include with my appeal an academic plan (enclosed) signed by an advisor from my college's Student Services office or by my academic advisor, which outlines my path forward to meeting the Satisfactory Academic Progress standard.

I understand that if I register or am registered for courses for any semester before submitting an appeal or while an appeal is pending, I should prepare to pay for these courses without federal or institutional financial aid.

I understand that UVM's tuition refund schedule and add/drop deadlines apply even if I have a pending appeal.

I understand that I am ineligible for financial aid unless my appeal is approved. If I have applied for aid for a future semester, Student Financial Services may begin to process my application and may request additional information/documentation.

I understand that a request for documentation does not constitute approval of my appeal.

Student Initials:

Section 3: Explanation

Use the space below or attach a separate letter to explain the circumstances that prevented you from meeting the Satisfactory Academic Progress standards and what has changed which will now enable you to meet the Satisfactory Academic Standards. If you withdrew (WD) from a class, please explain the reason. If you received an incomplete (I) for any class, explain the reason and indicate when you expect the incomplete to be completed. Please note, it is an essential goal of the University of Vermont to promote and seek to provide a safe learning, living, working, and campus environment for all its community members. Therefore, UVM Student Financial Services is required to report any disclosures of discrimination, harassment or sexual misconduct to the University's Office of Equal Opportunity.

Attach another sheet if necessary.

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Appeal Process

1. Your appeal should include the following:
 - a. UVM Satisfactory Academic Progress Appeal form with sections 1, 2 and 3 completed.
 - b. An academic plan, completed and signed by an advisor from your college's Student Service office or your academic advisor. Your academic plan must document when and how you will meet UVM's Satisfactory Academic Progress standards for financial aid.
 - c. Any additional documentation which you feel supports your appeal and would like the appeals committee to consider as part of the review.
2. Appeals are reviewed by an appeals committee in Student Financial Services.
3. Your appeal notification will be posted to your MyUVM portal. Go to Student Financial Services, View Academic Progress. We will let you know via your UVM email when it is available to review.
4. If your appeal is granted, you will be placed on probation for an additional semester. The period of probation may be longer if you meet the academic plan submitted with your appeal. While on probation, you are eligible for aid.
5. At the end of each semester of probation, you will continue to be eligible for aid only if:
 - a. You meet UVM's Satisfactory Academic Progress standards for financial aid OR;
 - b. You have met the benchmarks established in your academic plan.
6. If, at the end of a semester of probation, you are not meeting UVM's Satisfactory Academic Progress standards for financial aid OR the benchmarks in your academic plan, your financial aid will be terminated.
7. If your appeal is denied, eligibility for federal and need-based institutional financial aid will not be reinstated. You may regain eligibility in the future if you meet the UVM's Satisfactory Academic Progress standards.
8. The committee's decision will be final.

Resources

- If you have questions about your financial aid eligibility, the [satisfactory academic progress standards](#) or the appeal process, please contact Student Financial Services by e-mail, sfs.compliance@uvm.edu or calling 802-656-5700.

- Undergraduate students: Contact the Student Services office in your college to discuss your [academic plan](#).

College of Agriculture & Life Sciences	802-656-2980	calsstudentservices@uvm.edu
College of Arts & Sciences	802-656-3344	cas@uvm.edu
College of Education & Social Services	802-656-3468	cessstsv@uvm.edu
College of Engineering & Mathematical Sciences	802-656-3392	cems.student.services@uvm.edu
College of Nursing & Health Sciences	802-656-3858	cnhs@uvm.edu
Rubenstein Environment & Natural Resources	802-656-3003	RSENRSStudentServices@uvm.edu
Grossman School of Business	802-656-4015	gbscss@uvm.edu

- Graduate students: Your academic program coordinator or the Graduate Dean's Office can assist you in discussing an academic plan to include with your appeal.

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Student Full Name:

Student 95#:

Current Standing at end of last completed term:

A. Credits earned:

C. Completion rate (A/B):

B. Credits attempted(include transfer credits):

D. Cumulative GPA:

Academic Plan: Plan must reflect the specific credits and GPA you will earn to complete your degree and when you will earn your degree. If your cumulative GPA is below the minimum required GPA for your program (refer to the enclosed policy summary), your plan should also reflect the steps you will take to meet the minimum cumulative GPA. Attach additional sheets if your plan exceeds 5 terms.

	<i>SAMPLE</i>	1	2	3	4	5
E. Semester Include any term when 1 or more courses will be taken at UVM (including summer)	Spring XXXX					
F. Semester Credits Earned (include any <i>incomplete</i> course work that will be completed)	12					
G. Semester Credits Attempted	12					
H. Minimum Semester GPA	3.5					
I. Cumulative GPA (After the semester)	3.0					
Calculating Cumulative GPA	https://www.uvm.edu/registrar/gpa-calculator					
J. Completion rate (After the semester)	73%					
Calculating completion rate		$\frac{A+F1}{B+G1}$	$\frac{A+F1+F2}{B+G1+G2}$	$\frac{A+F1+F2+F3}{B+G1+G2+G3}$	$\frac{A+F1+F2+F3+F4}{B+G1+G2+G3+G4}$	$\frac{A+F1+F2+F3+F4+F5}{B+G1+G2+G3+G4+G5}$

Advisor Comments (If the student is on academic trial, please note any requirements the student must meet to avoid dismissal and list plans to complete *incomplete* course work):

Advisor Certification: I have met and reviewed the students' academic plan. I reasonably expect that this plan will enable the student to meet UVM's Financial Aid Satisfactory Academic Progress standards within the documented timeframe.

Dean's Office/Academic Advisor Signature

Print Name

Date

Student Certification: I understand that Student Financial Services will review my academic progress each semester. My financial aid eligibility will be terminated if I am not meeting the University's Satisfactory Academic Progress Standards and am not meeting the cumulative GPA and completion rate benchmarks (items I & J above) reflected in my academic plan. I will promptly contact Student Financial Services and establish a new academic plan if I transfer to a different college within UVM.

Student Signature

Date