



OFFICE OF FINANCIAL AID
Phone: 845-257-3250 Fax: 845-257-3568
www.newpaltz.edu/financialaid

Appeal Process for Lack of Federal SAP (Satisfactory Academic Progress)

In order to continue receiving any Federal Financial Aid (loans, grants, work study) students are required by Federal regulation to complete a minimal number of credits towards their degree/program completion at the end of each academic year (end of May). Additionally, students must meet the college's academic quality (grade point average, etc.) standard and not be academically dismissed. A "C" or 2.0 minimum average is required for graduation.

If you have been notified of your lack of progress and want to appeal, you will need to do the following as soon as possible; within 30 days of being notified.

1. Submit your appeal in writing within 30 days. (Late appeals are subject to automatic denial.)
2. Write a clear and concise statement explaining why you did not make sufficient SAP during the prior academic year (Summer, Fall, Spring). Indicate the specific extraordinary circumstances which prevented you from making progress towards your degree.
3. Attach or include any possible supporting documentation such as doctor statements, death certificates, change of major approval form, police or court proceedings, etc., that may be available.
4. Indicate in your appeal when you estimate to complete your program and what circumstances have changed that will allow you to make progress going forward. Suggestion: Obtain a progress report from the academic tab of my.newpaltz which indicates the name of your program and the number of credits still needed for completion. You may also want to seek academic advising from your academic advisor.

The decision of the Federal Financial Aid SAP Committee is final and generally only 2 appeals will be allowed per student. Your appeal status will be updated on my.newpaltz/MyFinancialAid and will also be mailed via US postal service. If your appeal is granted, you will likely be put on a Federal Aid "probation" standard academic plan and required to complete 2/3 or 66% of coursework attempted each subsequent semester with a "C" average in order to continue receiving aid. If your appeal is denied you will not be eligible for Federal Financial Aid in the academic year and will need to make alternate payment arrangements with the Office of Student Accounts.

Submit your appeal to:

***Office of Financial Aid
200 Hawk Dr. HAB 603
New Paltz, NY
12561-2437***

Fax (845) 257 3568
FAO@newpaltz.edu