



Financial Aid SAP Petition Form

Ineligible Status - Not meeting Minimum Academic Progress Standards per Financial Aid SAP Policy

Student ID: _____

The semester being appealed:

(Year-Term) _____

Student's Name (Last, First) _____

To submit a Financial Aid Academic Progress Appeal, students must:

- Have a current completed FAFSA or Dream Act Application on file at PVC.
- Be registered for class(es)
- Have reviewed the SAP requirements.
- Submit the appeal application before the last day of the term.

Required Documentation (MUST SUBMIT ALL THREE OR PETITION IS DENIED AUTOMATICALLY)

- ✓ Appeal form. (Must be complete, signed and dated).
- ✓ Student statement. (*May be printed. Preferred format is a typed document (Word Doc, etc.) signed and dated.*)
- ✓ Supporting documentation of extenuating circumstances (e.g.. police report, hospital records, death certificate).
- ✓ Updated Educational Plan (signed by student and academic counselor).

Reason(s) for appeal:

PACE/GPA: Completing less than 67% of total attempted units or not maintaining a cumulative GPA of 2.00 or:
Maximum Time-frame: Exceeding maximum number of units allowed for active degree/program or:
Both are applicable.

STUDENT STATEMENT INSTRUCTIONS:

Attach a statement that addresses why satisfactory academic progress was met. The statement should include what extenuating or mitigating circumstances prevented student from meeting the SAP standard(s) that is marked above. Indicate how the situation has now changed or been resolved.

CONDITIONS OF APPEAL: *If approved, all conditions are required to remain eligible.*

- ➔ Review & Understand PVC's Financial Aid SAP Policy - <https://www.paloverde.edu/fin-aid/progress.aspx>.
- ➔ Complete all courses with a grade of 'C' or better. Grades of D, F, W, EW are not considered complete.
- ➔ Take only the classes listed on submitted education plan.

FAILURE TO ADHERE TO THESE CONDITIONS WILL RESULT IN DISMISSAL FROM FINANCIAL AID PROBATION AND STUDENT WILL BE INELIGIBLE FOR AID UNTIL DEFICIENCIES ARE RESOLVED ON THEIR OWN.

The submission of an appeal is not a guarantee of approval. Appeals are reviewed by the Financial Aid Director, and decision notification is by email. Review and response times may vary during peak periods. All decisions are final.

STUDENT CERTIFIES:

The information provided on this form and all attachments is true, complete, and accurate.

STUDENT SIGNATURE _____

DATE _____
skip if signed on-line

OFFICE USE:

Decision: Approved ____ / Denied ____ / Tabled: ____

Acad. Year/Term: _____

FAO or (Auth. Rep) Signature: _____



STUDENT PERSONAL STATEMENT FORM

DEGREE / PROGRAM: _____

CURRENT ACAD YEAR & TERM: _____

STUDENT INFORMATION:

STUDENT NAME: _____

STUDENT ID: _____

STREET ADDRESS: _____

TELEPHONE: _____

CITY/STATE/ZIP _____

PERSONAL STATEMENT:

Explain the circumstances that contributed to not meeting SAP requirements. Refer to academic transcripts for the appropriate semester(s) where event (s) occurred. Include as much relevant detail as possible. Explain the steps taken to resolve those circumstances and what actions are being taken now to ensure SAP standards and educational goals are met. Attach a separate piece of paper if more detail is needed.

STUDENT MUST PROVIDE DOCUMENTATION IN ADDITION TO THEIR PERSONAL STATEMENT

SIGNATURE:

STUDENT'S SIGNATURE: _____ DATE: _____

By signing, I am stating that the above statement is true and correct to the best of my knowledge.



STUDENT EDUCATION PLAN-REVISED

SUBMIT WITH FINANCIAL AID APPEAL

SPECIFY TERM & ACADEMIC YEAR OF APPEAL: _____

DEGREE/PROGRAM OF STUDY: _____

STUDENT NAME _____

ID# _____

INSTRUCTIONS:

1. Meet with their academic counselor to review remaining degree requirements and revise their education plan.
2. Submit Educational Plan along with appeal application.

GUIDELINES:

- ➔ NO CHANGES TO DEGREE OR CLASS SCHEDULES WITHOUT PRIOR APPROVAL FROM FINANCIAL AID DIRECTOR.
- ➔ Students not following their ed plan or other contract stipulations will have their probation status revoked and no longer eligible for financial aid.
- ➔ Only classes below are eligible for financial aid.

REVISED EDUCATIONAL PLAN:

COURSES FOR _____ 20____

COURSES FOR _____ 20____

REQUIRED COURSES	UNITS	REQUIRED COURSES	UNITS
1.		1.	
2.		2.	
3.		3.	

COURSES FOR _____ 20____

COURSES FOR _____ 20____

REQUIRED COURSES	UNITS	REQUIRED COURSES	UNITS
1.		1.	
2.		2.	
3.		3.	

SIGNATURES:

Counselors Signature: _____

Date: _____

Students Signature: _____

Date: _____

COMMENTS: _____

Palo Verde College * Financial Aid Office



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