

Rock Valley College

SAP Appeal Form

We understand that unexpected challenges can affect your studies. If you've lost your financial aid eligibility due to not meeting Satisfactory Academic Progress requirements, including exceeding the maximum credit hours, you have the option to submit an appeal if your situation was impacted by extenuating circumstances. This may include serious injury or illness, hospitalization, the loss of a family member, or other significant hardships.

Your appeal will be reviewed by a committee. If approved, your financial aid will be reinstated, as long as you meet certain academic requirements to maintain eligibility. If your appeal is denied, you'll remain ineligible for financial aid and will need to cover any charges related to your enrollment until you've regained a satisfactory status.

Student Information

Name (Last, First, MI) _____ RVC ID _____

Email Address _____ Phone _____

Active Academic Program _____

Appeal Process

View your SAP status by logging on to your RVC Financial Aid [Self-Service Account](#)

Max Time Frame (MTF) Suspension:

Please submit a clear, typed explanation of why you have exceeded the 150% credit limit, along with any supporting documentation. Your explanation should include details about any previously earned degrees/certificates and your reasons for pursuing an additional degree at RVC. Include your expected graduation date and outline your academic plan for the upcoming year.

You must also obtain a program evaluation from an Academic Advisor, which specifies the courses needed to complete your current program. Appeals cannot be considered without this evaluation, and you must enroll according to its requirements.

Unsatisfactory SAP Suspension:

Please submit a clear typed explanation detailing the circumstances that impacted your ability to meet the required academic standards, along with any supporting documentation; failure to do so will result in the return of your appeal. Additionally, include a separate statement outlining the changes that have occurred and that you plan to implement in order to achieve academic success at Rock Valley College. Be specific and thorough in your explanation.

You must also obtain an academic plan from an Academic Advisor which specifies the steps required to regain a satisfactory academic progress status.

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Certification and Signatures

Please note the following important points regarding your appeal:

- I am responsible for my tuition bill if my appeal status is not determined by the payment due date.
- The Financial Aid Office will not approve any Satisfactory Academic Progress appeal that is incomplete.
- Submission of this appeal does not guarantee approval; I may still be required to pay for future enrollment at Rock Valley College.
- I will be notified of the decision via your RVC email account.
- The decision regarding my appeal is final and cannot be further appealed.
- Providing false or misleading information may result in fines up to \$20,000, imprisonment, or both.
- I certify that the information submitted is true and correct.

Student Signature: _____ **Date:** _____

Resources

We encourage you to take full advantage of the various services available on campus. Our dedicated staff and resources are here to support you on your journey toward academic success. Whether you need academic advising, tutoring, or counseling services, we are committed to helping you reach your goals. Don't hesitate to seek assistance—your success is our priority.

Personal & Success Counseling: <https://rockvalleycollege.edu/campus-services/personal-and-success-counseling>

Academic Advising: <https://rockvalleycollege.edu/academics/academic-support-services/academic-advising>

TRIO Programs (1st Generation and Students w/Disabilities):
<https://rockvalleycollege.edu/academics/academic-support-services/trio>

RVC Tutoring: <https://rockvalleycollege.edu/academics/academic-support-services/tutoring/>

Accessibility Support: <https://rockvalleycollege.edu/campus-services/disability-support-services/>

Helpful Resources: <https://rockvalleycollege.edu/student-life/helpful-resources>

Student ID: _____