



SOWELA Financial Aid Satisfactory Academic Progress (SAP) Appeal

Form fields for Last Name, First Name, Student ID Number, Date of Birth, Email, and Phone Number.

Program of Study Semester for which you are applying for aid

Review the Satisfactory Academic Progress (SAP) Policy and Appeal Process outlined in the policy link at https://www.sowela.edu/financial-aid . If you wish to be considered for reinstatement of federal financial aid you must submit this form, your typed appeal letter explaining your extenuating circumstances for not meeting SAP along with any supporting documentation.

Section I. Student Information and Appeal Type

Have you submitted a previous SAP appeal? () Yes () No
Reason for appealing (check all that apply):
() Not meeting the required GPA () Not completing at least 67% of the courses for which you registered
() Exceeding the 150% hour limit (Example- Accounting student with more than 90 hours attempted on their transcript) You must indicate in your letter when you anticipate graduating in your current program.

Section II. Extenuating Circumstances Type

Please select the reason for not meeting Satisfactory Academic Progress.
() Medical: If a personal medical problem contributed to your failure to maintain satisfactory academic progress, attach documentation from a medical professional from whom you have received advice or treatment. This could include a doctor’s statement, dated hospital discharge papers, or other dated paperwork.
() Death/Illness of Family: If the death or illness of an immediate family member contributed to your lack of academic progress, please attach appropriate copies of medical records, death certificate or obituary etc.
() Military Service: If you have withdrawn due to military service, please provide documentation.
() Enrolled in a second degree or Changed Major and have exceeded the 150% hour limit: Please provide a personal letter explaining why you are pursuing a second degree or made the decision to change your program of study. You must also include the semester when you will graduate.
() Other Circumstance: Please clearly state the circumstances (not listed above) in your appeal letter and provide appropriate documentation. Circumstances related to the typical adjustments to college life are not considered as extenuating for purposes of appealing suspension of financial aid.

Section III. Appeal Results Student Acknowledgments

I understand that the decision of the appeals committee is final. If my appeal is denied, I am aware that I can continue to attend school paying on my own or without the benefit of federal financial aid. If my appeal is approved, I understand that I must meet the criteria of my academic plan or I will become further ineligible for federal financial aid. I will monitor my LOLA account for the results of my appeal.

Signature and Date lines

SOWELA Technical Community College does not discriminate on the basis of race, color, national origin, gender, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding non-discrimination policies, Title: Compliance Officer, Address: 3820 Senator J. Bennett Johnston Ave, Lake Charles, LA 70616, Telephone: 337-421-6565 or 800-256-0483, Email: complianceofficer@sowela.edu .