



Office of Financial Aid
5900 S Santa Fe Dr
Littleton, CO 80160
303-797-5661
303-797-5663 (fax)

Financial Aid Satisfactory Progress Academic Advising Report

Student's Name (Last, First, M.I.) Please print _____

Student ID Number _____

To Student: Your financial aid has been suspended based on total cumulative hours you have attempted (including any credit hours transferred, withdrawn or failed) toward your program of study at ACC. Financial aid policy dictates students who attempt more than 110% of the credit hours required for their program of study will be placed on financial aid suspension. You may appeal suspension of your financial aid by completing this appeal process. Follow these steps:

1. complete the attached appeal paperwork,
2. write a personal statement answering the following questions:
 - a. Why were you unable to meet the academic standards to receive financial aid?
 - b. What has changed significantly to allow you to be academically successful in future terms?
3. meet with an advisor to sign this form, complete a degree evaluation and to discuss strategies for successful completion of your chosen program within a reasonable time-frame,

AND

4. return completed appeal to the Office of Financial Aid.

What happens next: The Satisfactory Academic Progress Appeals Committee meets weekly to review appeals. It is in your best interest to complete your appeal in a timely manner. Once the committee has made a decision on your appeal, you will be notified via US Mail. If your appeal has been granted, your financial aid will be reinstated. If your appeal is denied, you will remain ineligible for financial aid at ACC. You may appeal the decisions of the Satisfactory Academic Progress Appeals Committee by addressing your concerns regarding the committee's decision, in writing, to the Secondary Review Panel, c/o Office of Financial Aid, 5900 S Santa Fe Dr. Campus Box 11, Littleton, CO 80160.

****You will remain ineligible for aid until you complete this appeal process.****

To Advisor:

I verify that I have met with the above named student in order to discuss and counsel the student with regard to improving his/her GPA and/or completion rate in accord with the standards of ACC and the Student Success Skills criteria. Additionally, I have completed and attached a degree evaluation identifying coursework remaining for the student to successfully complete their chosen program of study identified on the reverse side of this form.

Print name of Advisor _____

Advisor's Signature _____ Date _____

For Academic Advisor use only

Does this student's program require remedial coursework? _____

If yes, what specific classes must be taken first? _____

Students Major or area of emphasis _____

How many remaining credits, including this semester are required for the student to complete their ACC program? _____

Additional Comments _____

Please identify the courses or types of courses the student should focus on completing in the next two semesters of attendance.

Semester and Year:	
Course	Credits
1	
2	
3	
4	
5	
6	
Total Credits:	
GPA Needed:	

Semester and Year:	
Course	Credits
1	
2	
3	
4	
5	
6	
Total Credits:	
GPA Needed:	

Comments: