



SBVC Financial Aid Office
701 S. Mt. Vernon Ave.
San Bernardino, CA 92410
AD/SS Building, Room# 106

2012-2013 Satisfactory Academic Progress (SAP) Appeal

Please complete this form and include any necessary attachments for consideration.

Name: Student ID #

Telephone Number: Email:

Please check your educational goal: AA /AS Degree Certificate Transfer Major:

STEP 1: Please check one (or more) of the reasons for your appeal:

- GPA Standard: (Did not maintain a minimum cumulative 2.0 Grade Point Average /GPA)
Units Completed Standard:(Did not complete at least 2/3 or 67 % of all units attempted)
Maximum Unit Standard:(Exceeds allowable units for educational goal) MUST complete 1 & 2 below:

- 1. Meet with an academic counselor to obtain and submit a current Student Educational Plan (SEP).
2. Have your counselor complete AND sign the academic certification parts a – c below:
a. The total REQUIRED Units remaining to complete the educational goal is
b. The expected transfer/graduation date for this student is
c. Counselor Comments:

Counselor's Name (Please PRINT) Counselor's Signature Date

STEP 2: Statement of Explanation (A typed written sheet may be attached to answer this section.)

- 1. Please state the reasons why you failed to meet the SAP standard(s) listed in Step 1.
[Multiple blank lines for text entry]

