



2023-2024

GRADUATE APPLICATION FOR FINANCIAL AID

SATISFACTORY ACADEMIC PROGRESS APPEAL

The process to appeal for financial aid after receiving notification of denial is to complete this application and attach a letter of appeal and any supporting documentation. This application and all attachments must be submitted to Enrollment Services, Lipka Hall, One University Place, Chester, PA 19013, or you may fax the application and all attachments to the Appeals Committee at (610) 499-4687. The Enrollment Services Appeals Committee meets as needed each month. Your application must be complete before it will be reviewed by the committee.

Name: _____ ID Number: _____
(Please print)

Email Address: _____

Telephone Number(s) Home: (____) _____

Work: (____) _____

Cell: (____) _____

1. Submit a letter of appeal explaining why you failed progress and what will change to ensure that you will make academic progress at the next evaluation.

2. Identify, by check mark, the reason(s) for your appeal from the choices below:

Change in educational objective

Military deployment or change in orders- (**Attach supporting documentation**)

Serious medical condition or death in the family- (**Attach supporting documentation**)

Other- (**Attach a letter of explanation and supporting documentation**)

3. Attach an approved academic plan signed by you and your academic advisor or dean.

I understand that I must register and adhere to my academic plan to reach my stated educational goal. Any deviation from my agreed upon and approved academic plan may result in my appeal being denied.

Student Signature: _____ Date: _____

You will be notified, in writing, of the committee's decision regarding your appeal. You are encouraged to use the university's Student Support Service Program. The program includes tutorial and other services to assist you in improving your academic standing. It is imperative that you maintain consistency and continue in the tutorial program for maximum benefit. If you need further details about the appeals process, please refer to the Financial Aid Handbook, at <http://Widener.edu/FinancialaidOffice> under Widener Financial Aid Publications. Look for Widener Financial Aid Handbook.

Student Academic Plan

Student Name: _____ **Widener ID:** _____

Advisor's Section (to be completed by the Academic Advisor)

History of Student's Academic Progress:

1. Number of credits attempted _____ / passed _____ = _____ % completion rate
2. Number of incompletes (I) _____
3. Number of withdrawals (W) _____
4. Number of credits earned which apply to this student's degree: _____ out of a total of _____.
5. Please estimate the number of credits needed to fulfill requirements to degree: _____.
6. Plan end date when student will be in good academic standing for continued aid eligibility: _____ (**must be included**)

Advisor's Recommendation:

Enrollment Services will consider extenuating circumstances if in the judgment of the Advisor they are warranted. Appeals will be evaluated on the likelihood that the academic plan for the student will ensure academic progress in the future and coursework outlined will remedy the lack of academic progress to date. Students should be advised that failure to successfully complete course work outlined in the academic plan indicated will result in removal of future aid and future appeals may be denied. Students may still attend without the benefit of aid.

Attach a copy of the student's academic plan, academic contract or other academic progress tracking document. The academic plan should have an end date indicating when the student will be in good academic standing for continued aid eligibility.

Please briefly summarize what plans the student has discussed with you, and provide any comments or recommendations that you think would assist the Enrollment Services committee in making a decision.

Advisor's Name: _____

Advisor's Signature: _____ Date: _____

Telephone Number: _____ Email Address: _____

Satisfactory Academic Progress (SAP)

Widener University is required by federal regulations to adhere to minimum standards of satisfactory academic progress that relate to a student's eligibility for federally funded financial aid programs, including state, federal and institutional grant(s), scholarships, employment, and loan programs.

Students must meet minimum satisfactory academic progress standards in order to initially receive and to maintain eligibility for federal Title IV and ALL Institutional funds. The satisfactory academic progress standards apply to all students in degree seeking programs of study who wish to be considered for financial assistance.

SAP is a qualitative as well as a quantitative measurement of credits attempted and credits completed. Failure to pass progress can be a failure in one or both of the measurements.

Quantitative Measurement

Graduate students must successfully complete a minimum of 67 percent of the total credits attempted while enrolled at Widener University. Successful completion is based on the percentage of the total (cumulative) credit hours attempted compared to the total credit hours completed. Earned credits for a course cannot be counted more than once. Grades of "I" (incomplete), "W" (withdrawal), "F" (failure), "NP" (no pass), and "Z" (no grade submitted) count as credits attempted but do not count as credits completed.

Qualitative Measurement

Graduate students are expected to maintain an appropriate standard of progress by achieving a minimum cumulative grade point average (GPA). All graduate or doctoral level students must achieve the cumulative GPA required by their respective programs. These requirements are listed in the Widener University Graduate Handbook.

Requirement to Reinstate Assistance if Appeal is Denied

If an appeal is denied, it will be necessary for the student to enroll in classes at their own expense. After successfully meeting the minimum satisfactory academic standard, students may be considered for financial assistance in upcoming terms. It is the student's responsibility to notify Enrollment Services when they have earned the necessary cumulative grade point average or met the quantitative standard that meets the minimum satisfactory academic progress requirement to receive aid.

Questions regarding SAP should be directed to Widener University's Office of Enrollment Services at (610) 499-4161.

Updated 2/11/2022