



## Request for Reinstatement of Financial Aid Eligibility (Satisfactory Academic Progress Appeal)

Student Name: \_\_\_\_\_ NMC Student ID: \_\_\_\_\_

To be eligible to receive Federal financial aid funds to help pay for your education, you must be making Satisfactory Academic Progress (SAP). This means you must have a 2.0 cumulative Grade Point Average (GPA), a 67% completion rate and not exceed 150% of the required credits (attempted and transferred from another institution) to complete your program. Please see [www.nmc.edu/sap](http://www.nmc.edu/sap).

**What is your current educational objective at NMC (check only one)?**

<input checked="" type="checkbox"/>	Program Type	Average Credit Hours Required
<input type="checkbox"/>	Certificate of Achievement Programs	16-63
<input type="checkbox"/>	Associate in General Studies (AGS)	60-64
<input type="checkbox"/>	Associate in Science and Arts (ASA)	60-64
<input type="checkbox"/>	Associate in Applied Science (AAS)	60-72
<input type="checkbox"/>	Associate Degree in Nursing (ADN)	72
<input type="checkbox"/>	Bachelor of Science in Maritime Technology (BS)	120-121

\_\_\_\_\_  
Program of Study

\_\_\_\_\_  
Anticipated Graduation Date

\_\_\_\_\_  
Academic Advisor's Name

You may obtain the following Federal aid information from the National Student Loan Data System (NSLDS) at [www.nsls.ed.gov](http://www.nsls.ed.gov).

**DO NOT LEAVE BLANK. PLEASE WRITE YOUR AGGREGATE LOAN DEBT AND PELL LEU FOUND AT [WWW.NSLDS.ED.GOV](http://WWW.NSLDS.ED.GOV). PLEASE WRITE A ZERO OR N/A IF YOU HAVE NEVER RECEIVED LOANS OR PELL.**

Aggregate Loan Debt \$ \_\_\_\_\_ Pell Lifetime Eligibility Used (LEU) \_\_\_\_\_ %  
 Aggregate Undergraduate Limit is \$57,500 Pell Lifetime limit is 600% or 6 Full Time years of enrollment

**REASON FOR APPEAL:** Please indicate which mitigating situation best applies to the reason you have experienced academic difficulty or have not completed your NMC degree. You must provide a written detailed explanation of the factors contributing to your lack of academic progress. In addition, please describe the steps taken to prevent future unsatisfactory academic progress.

- Medical:** Attach documentation from a medical professional from whom you have received advice or treatment (a Medical Documentation Support form is available at [www.nmc.edu/financial-aid/forms-fa/index.html](http://www.nmc.edu/financial-aid/forms-fa/index.html)).
- Death/Illness of an immediate family member:** Submit a death certificate, obituary, or death notice. If the documents do not clearly indicate the relationship of the deceased to the student, please supply document(s) that do indicate the relationship.
- Change of Major:** Provide a written explanation for the reason for your change in major.
- Other:** Please state clearly the circumstance that contributed to the failure to maintain satisfactory academic progress and provide appropriate documentation.

**EXPLANATION:** You must provide an explanation below regarding the reason(s) you are not meeting the minimum requirements for Satisfactory Academic Progress (SAP) i.e. 2.0 GPA, 67% completion rate and/or exceeding the 150% timeframe. If you have exceed the 150% time frame, please explain if this is due to taking remedial or repeat courses or if you have changed your program of study. If additional space is needed, please feel free to attach a separate page.

Submit to: **Northwestern Michigan College-Student Financial Services**  
 1701 E. Front Street, Traverse City, MI 49686-3016  
 (231) 995-1035 • (800) 748-0566 • fax (231) 995-1937  
 Email: [sfs@nmc.edu](mailto:sfs@nmc.edu) • Website: [www.nmc.edu/financialaid](http://www.nmc.edu/financialaid)

CORRECTIVE MEASURES: Please describe the steps you will take to insure your Satisfactory Academic Progress (SAP) at NMC.

- Submit this form to the NMC Student Financial Services Office.
- The Committee will notify you of their decision via your NMC email account.
- Federal financial aid from NMC can only pay for those credits needed to complete your NMC program of study, not those classes taken only for transfer to another institution or credits not required to complete your NMC degree.
  - **If you are seeking a degree from another institution, ask us about the opportunity to participate in a consortium agreement.**
- You may check your GPA and completion rate through your NMC Self-Service account located under Financial Aid, Eligibility, and Satisfactory Academic Progress (SAP). In addition you may track your progress toward your degree by using My Academic Plan (MAP) on your MyNMC page. Please contact your academic advisor if you need assistance with your academic plan.
- If the appeal is approved, you MUST follow the Academic Plan for Financial Aid and all other conditions to maintain future eligibility. All Academic Plans for Financial Aid require 100% completion (this means you cannot fail, drop, audit, or stop attending a class after the 100% refund date).
- Academic Advisors are available to provide you with guidance toward meeting your degree requirements.
- Federal student loans may be prorated based on the number of credits remaining to complete your NMC degree.
- If the appeal is denied you will be responsible for paying tuition and/or fees or officially withdrawing from your classes before the refund deadline.
- The Committee's decision is final.

**Certifications and Signatures**

By signing below certifies that all of the information reported is complete and correct.

**WARNING:** If you purposely give false or misleading information you may be fined, be sentenced to jail or both.

**Student Name:** \_\_\_\_\_ **NMC ID:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Financial Aid Office Use Only**

Cumulative GPA: \_\_\_\_\_ Cumulative Completion: \_\_\_\_\_ Previous SAPA? Y / N Year: \_\_\_\_\_  
 Attempted: \_\_\_\_\_ +Transferred: \_\_\_\_\_ +PETE: \_\_\_\_\_ =Max: \_\_\_\_\_  
 Appeal Approved? Y / N Date: \_\_\_\_\_  
 Academic Plan for Financial Aid/Comments: \_\_\_\_\_

**Committee Member(s) Initials:** \_\_\_\_\_

**Non-Discrimination Policy Notice**

Northwestern Michigan College (NMC) is committed to a policy of equal opportunity for all persons and does not unlawfully discriminate on the basis of race, color, national origin, religion, disability, genetic information, height, weight, marital status or veteran status in employment, educational programs and activities and admissions. [nmc.edu/nondiscrimination](http://nmc.edu/nondiscrimination)

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