



Satisfactory Academic Progress Appeal (SAP) 2026-2027

Neumann University and the U.S. Department of Education encourage all students to complete their degrees in a timely manner and with satisfactory grades. For students receiving financial aid from Federal Title IV assistance programs, including Federal Pell, Supplemental Educational Opportunity (SEOG) Grants, Federal College Work-Study Program, and Federal Direct Loans (Subsidized, Unsubsidized, and PLUS), the Federal government links financial aid eligibility to the students' academics through a policy known as Satisfactory Academic Progress (SAP).

Further information regarding these standards can be found at: [Neumann University FA SAP Webpage](#)

To be considered for an appeal you must complete this form and attach your signed personal statement describing the reasons and/or circumstances surrounding your lack of sufficient progress. Examples of the circumstances for which a student would be permitted to submit an appeal include death of a relative, significant injury or illness of the student, or other extenuating circumstances. You must prove that the circumstances affecting your ability to perform academically have changed and thus you will have the potential to improve your performance in the upcoming term. Extenuating circumstances must be documented (e.g., hospitalization records, death certificate, etc.). If your appeal is approved, you will be required to complete an academic success plan with an academic advisor.

NOTE: *Submission of the appeal form does not guarantee approval. A student who is determined to be unable to mathematically reverse unsatisfactory academic progress (completion rate and cumulative GPA), the appeal will be denied.*

The Office of Financial Aid will notify you of its decision by email to your Neumann University email address. **APPEAL FORMS SUBMITTED WITHOUT SUPPORTING DOCUMENTATION ARE CONSIDERED INCOMPLETE AND WILL NOT BE REVIEWED.**

Student Name _____ NU ID# _____

Address _____ Phone# _____

City _____ State _____ Zip _____

Program of Study _____

Financial Aid SAP Appeal and Plan Semester:

- ☐ Fall 2026
- ☐ Spring 2027
- ☐ Summer 2027



Student Name _____ NU ID# _____

1. Appeal Information

Financial aid ineligibility can be appealed if you have suffered undue hardship. Please indicate below which situation(s) best applies to your circumstances. Your appeal should include supporting documentation. Examples of this type of documentation are listed.

Check all Circumstances that Apply

- ☐ Medical (severe illness for self or immediate family member, death, mental health or other issues)
- ☐ Personal (issues in residence hall, relationship, transportation, domestic situations, etc.)
- ☐ Other extenuating circumstances and/or Reached Maximum Attempted/Earned Credit Timeframe

Recommended Documentation

- Physicians or therapist letter, death certificate or full obituary, medical bill(s)
- Counselor's letter, police reports
- Situations outside of your control that affected your ability to successfully complete class(es)

2. Explain Your Circumstances

Attach a signed explanation of the circumstance(s) that prevented you from maintaining Satisfactory Academic Progress and the reason for the basis of this appeal. You must state:

1. ***What circumstances or life events led to not reaching academic progress.***
2. ***When the circumstance occurred and how long it lasted.***
3. ***The impact on your ability to complete your coursework.***
4. ***What has changed that will now allow you to meet satisfactory academic progress.***

*Be as detailed as possible and explain how your documentation supports your circumstance.

3. Certification of Information

I certify that the information I have provided is true and complete to the best of my knowledge. I understand That giving misleading information or forged documentation will be reported for appropriate disciplinary action. I understand if I receive any federal student aid based on false information it will be rescinded and I will have to repay all federal aid awarded. Furthermore, I understand additional information may be requested by the Office of Student Financial Services to further support my appeal.

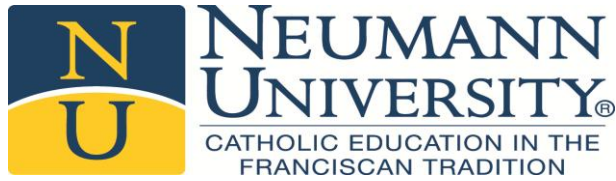
I have read and understand Neumann's Satisfactory Academic Progress Policy, which can be found at:

<https://neumann.edu/financialaid/sap>

Student's Signature (required)

Date

Neumann University is committed to providing a quality education to all students, but also committed to ensuring our students receive the appropriate support services to increase and enhance their levels of success academically and financially.



Student Name _____ NU ID# _____

Please note that the following three steps **MUST BE COMPLETED** before any financial aid can be officially processed for the upcoming semester. Upon completion of the three steps outlined below, please **return this form to the Office of Financial Aid by the priority deadline of August 1 for Fall, January 20 for Spring, and May 26 for Summer approval for financial aid for the 2026-2027 Academic Year.** All submitted and completed appeals received after the priority deadline will still be considered.

Section A: ACADEMIC IMPROVEMENT/SUCCESS PLAN

YOU MUST REACH OUT to your assigned Success Coach to set up a mandatory, in-person or video meeting to review grades, transcript, course selection, and discuss an overall Academic Improvement/Success Plan.

Student Success Center: To be received by Financial Aid and completed in conference with the student's Success Coach

By signing below, I agree that I have reviewed and understand my Academic Success/Improvement Plan as well as any notes or terms outlined above. I also agree to comply with any of the stipulations and accept full responsibility for my academic success.

Student Signature

Date

Authorized Success Coach Name

Date

Authorized Success Coach Signature



Student Name _____ NU ID# _____

Section B: TO BE REVIEWED BY STUDENT AND STUDENT SUCCESS CENTER REPRESENTATIVE

The next step in this process is to contact your Success Coach to set up a mandatory, in-person, or video meeting to discuss academic support services such as tutoring, writing assistance, and academic coaching commitments. Student Success Center (ASC) Representative:

COMMITMENT & AGREEMENT TO STUDENT ACADEMIC SUCCESS

To improve grade point average, increase the percentage of credits completed, and increase the chance of success, the following initiatives **MUST** be taken to achieve Satisfactory Academic Progress. **Please read and initial each statement:**

- ☐ *I understand that I must achieve the cumulative completion rate and cumulative GPA based on the individual student's Qualitative and Quantitative measures as required by the FA SAP Policy **to continue to have eligibility for financial aid.***
- ☐ *I understand that I will need to complete 100% of the classes I attempt successfully with a passing grade. **Grades of F, W, WC, will be considered unsuccessful.***
- ☐ *I understand that I am required to meet with my faculty advisor before the start of each semester to determine what courses are needed for satisfactory academic progress to graduate, taking a minimum of 24 credit hours per academic year.*
- ☐ *I will schedule a meeting with my Advisor/Dept. Chair should my plan need to be revised at any time.*
- ☐ *I have a clear understanding of what I need to do to be academically successful at Neumann University and to regain financial aid eligibility.*
- ☐ *I understand that I will be evaluated after each semester and failure to comply with the above terms may result in continued loss of future financial aid.*
- ☐ *I will be present (in-person) at ALL the mandatory, weekly Success Coaching meetings.*
- ☐ *I will meet with the Writing Center, Math Lab, and Content-Area tutors for individual and/or group study sessions as directed by my Success Coach. Failure to engage in tutoring support when directed by my Success Coach is a violation of my SAP appeal contract.*

Notes:

I have read and understand the terms outlined above. By signing below, I am committing to utilizing these services offered by the SSC and accept full responsibility for my academic success as well as maintaining my eligibility for financial aid.

Student's Signature

Date

Authorized SSC Representative Signature

Date



Student Name _____ NU ID# _____

----- **FINANCIAL AID OFFICE USE ONLY** -----

Financial Aid Office Notes/Comments:

APPEAL DECISION:

- ☐ Appeal is Approved
☐ Appeal is Denied
☐ More information is needed, please see comments below.

Comments

Financial Aid Representative Signature: _____ Date Received _____

FA SAP Appeal Committee Representative Signature: _____ Date of Determination: _____

The appeal may be submitted in person or by email to faaid@neumann.edu.