REQUEST FOR REVIEW BY THE FINANCIAL AID SATISFACTORY PROGRESS REVIEW COMMITTEE

The Financial Aid Satisfactory Progress Review Committee, an all university committee made up of administrators, faculty and students, is responsible for determining whether or not a student below the minimum standards can be considered to be making satisfactory academic progress due to special mitigating circumstances such as death in the family, or a medical, family or personal emergency that caused the student undue hardship. If the committee determines that the student is making satisfactory progress, the student will be allowed to receive financial aid if otherwise eligible. Aid cannot be reinstated for any term prior to the one for which the request is approved. This review process is conducted using written documentation.

Students are notified of the results of the review in writing usually within two weeks after the request is received in the Financial Aid Office.

DIRECTIONS: Please complete this form. Attach necessary documentation and return to the Warrior Hub, Maxwell 209.

Last name—please print	First name	Warrior ID Number

Permanent Address	City	State	Zip	Phone

Local Address	City	State	Zip	Phone

PLEASE PROVIDE THE FOLLOWING DOCUMENTATION:

1) A letter from you addressed to the Financial Aid Satisfactory Progress Review Committee explaining the undue hardship that resulted in your failure to meet the minimum standards.
2) A letter from a third party professional source such as a doctor, lawyer, teacher, counselor, advisor, or a member of clergy backing up the mitigating circumstances for your failure to meet the minimum standards.

I CERTIFY THAT ALL INFORMATION IS ACCURATE AND COMPLETE

SIGNATURE	DATE

FOR OFFICE USE ONLY

_____ Sent to Review Committee on_____

_____ Request GRANTED _____TERM GRANTED_____

_____ Request DENIED _____

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