Satisfactory Academic Progress Appeal Form

*to be used for Academic and/or Financial Aid Suspension

Instructions:

- 1. Complete this form (both sides).
- 2. Attach an explanation detailing why you did not maintain Satisfactory Academic Progress, how you will successfully complete your next term, and how your circumstances have changed.
- 3. Meet with an Academic Advisor to create an Academic Plan. Academic Plan (with advisor signature) must be attached to this form.

*Please allow 2-4 weeks for processing and review. You will be notified in writing when a decision is made. Appeals submitted less than 2 weeks prior to the beginning of classes may not be processed due to time constraints.

Name:					
Last			First		
GFC MSU Stud	dent ID Numbe	r:			
Current Phone	e:				
Current Mailii	ng Address:				
Current Email	Address:				
Last Term Att	ended:				
□ Fall	☐ Spring	☐ Summer	Year _		
Next Term Pla	nning to Atten	d:			
□ Fall	☐ Spring	☐ Summer	Year _		
FOR ADMISSION	ONS/RECORDS	& FINANCIAL AI	D OFFICE	USE ONLY	
☐ For Admissio Approved:	ns/Records Offic	ce Use Only (copy	received)		
• •	ng 🗆 Summer	Year:			
☐ Probation	☐ Denied				
Registrar Signat					
☐ For Financial Approved:	Aid Office Use C	Only (copy receive	d)		
□ Fall □ Sprir	ng 🗆 Summer	Year:		☐Academic Plan	
		tension Through _			
☐ Denied Comments:	☐ Pending				



Academic Suspension and Financial Aid Suspension are not the same. Students may be on Academic AND/OR Financial Aid suspension.

About Academic Suspension

Students who develop a pattern of low academic performance risk being suspended from Great Falls College.

All students enrolled in credit bearing courses who receive less than a 2.0 GPA and have a cumulative GPA below a 2.0 for the second consecutive academic term are suspended from the College.

Following suspension from Great Falls College or another college, students will not be considered for reinstatement until at least one semester (excluding summer) has passed.

About Financial Aid Suspension

A student may be on Financial Aid Suspension without being on Academic Suspension. If a student has not completed the minimum number of required credit hours compared to attempted credits (pace), has not earned a minimum cumulative 2.0 GPA or has reached the maximum allowed timeframe for completion, they can be suspended from financial aid.

How to Appeal a Suspension

Appeals are considered when students can document that extraordinary circumstances beyond their control negatively affected their studies. If you appeal, you must follow the instructions at the top of this page.

Students can also appeal an academic suspension after sitting out one semester (excluding summer).

Academic Progress Appeal Form-Updated NovemberOctober 2021

Satisfactory Academic Progress Appeal:

Check <u>one or both</u> boxes if applicable.	
☐ I am appealing my academic status. **A current Admissions Application must be on file.	
☐ I am appealing my financial aid status.	
I could not maintain satisfactory academic progress because:	
 Medical condition (attach documentation) Death or serious illness in my immediate family (attach an obituary or memorial pamphlet or oth documentation) Incomplete or incorrect grades from my last term of enrollment have been changed (grades must changed in the Registrar's office before your appeal will be considered). Successful completion of a term at another college or university. Attach a transcript. Extenuating circumstances that prevented my academic progress have been resolved. Exceeded maximum timeframe for Financial Aid. I need an extension to complete my program. Other Reason. Use this space to provide a statement further explaining your circumstances. Your statement must include	t be officially
explanation how you will successfully complete your next term, and how your circumstances have chang documentation and additional sheets if necessary.	ed. Attach
I have attached my academic plan signed by my advisor. By my signature below, I certify that to the best of my knowledge, all of the information I have provide	ed is accurate. I
understand that the decision of the appeal committee is final. Signature: Date:	

Return this form to: Great Falls College Student Central 2100 16th Avenue S, Great Falls, MT 59405 FAX: 406-771-4329