NITSÁHÁKEES NÁHAT'Á 'IINÁ SIIH HASIN

NAVAJO TECHNICAL UNIVERSITY

ESTABLISHED 1979

Satisfactory Academic Progress (SAP)

Appeal Form

_____ _____ _____

Student Name Student ID # Program or Degree

_____@student.navajotech.edu _____

Student NTU Email account Student Phone Number

I am requesting Financial Aid for (**select one)**: Fall _____ Spring _____ Summer _____

Appeal Guidelines

A student who is no longer eligible for federal or institutional financial aid due to a failure to meet Satisfactory Academic Progress standards and who has been placed on Financial Aid Suspension may appeal this status. The outcome of this appeal will depend on the nature of the circumstances, the quality of the documentation the student provides, and how well the student has displayed the ability to progress towards degree completion within a reasonable time period. All documentation submitted is confidential.

In a typed statement, answer the following questions:

1. Describe the reason(s) that you failed to meet the SAP standards. If your appeal is based on your own mental and/or physical illness, injury or disability provide a statement below without describing the condition itself. If these circumstances covered more than one semester, address the relevant circumstances for each semester that you did not meet the standard(s).

2. Describe how you attempted to maintain your financial aid eligibility during the most recent term, considering these circumstances.

3. Describe how the circumstance(s) that prevented you from meeting SAP standards have now been resolved.

You may attach additional personal statements, supporting documentation, such as third-party statements, police reports, an obituary or death certificate, court documentation, or a letter from an attorney or other professional, detailing the reasons for your inability to meet the SAP standards. All documentation must be legible and in writing.

Student Certification

I acknowledge that I am responsible for reading and acting upon (when necessary) the information sent to my Navajo Technical University email account. I certify that all information submitted with this appeal is accurate and true to the best of my knowledge, that all copies are unaltered, and that I have appropriately obtained all supporting documentation. My personal statement explaining my circumstances is attached. I have read and understand the SAP Standards Policy and understand that submitting this form does not guarantee that my request will be granted.

Student Signature: _____ Date: _____

Forms and documentation can be emailed to finaid@navajotech.edu or dropped off at the front office in Skyhawk Central building.