Kean University
Office of Financial Aid
Satisfactory Academic Progress (SAP)
STUDENT APPEAL FORM for EXCEEDING MAXIMUM PROGRAM CREDITS

This appeal is for:  
Circle only one semester  
15/S1  15/S2  15/FA

DEADLINE DATES TO SUBMIT APPEAL:  
15/S1 – May 28, 2015  
15/S2 – July 02, 2015  
15/FA – July 16, 2015

Students who are denied financial aid at Kean University due to unsatisfactory academic progress may appeal to have their financial aid eligibility reinstated. An appeal can only be submitted if a student’s failure to make satisfactory academic progress is based upon extenuating circumstances beyond the student’s control. The student must submit this completed Satisfactory Academic Progress Appeal Form, along with all related supporting documentation.  
NOTE: All appeal decisions are final. Appeals submitted without supporting documentation will be automatically denied.

My signature below certifies the validity of the information contained on this form and all attachments. It also authorizes Kean University’s Office of Financial Aid to verify the information submitted.

I understand that I will be responsible for payment in full and/or making alternative payment arrangements while this appeal is being processed, regardless of the decision rendered by the SAP appeal committee.

Student Signature: ___________________________________    Date: __________________________

STUDENT SECTION II

Complete the following information:

Number of credits required for current program of study: _____   Expected graduation date (month/year): ___/___

Number of credits you have attempted (transfer credits and credits taken at Kean University): ______  Number of credits you have remaining to complete your current program of study: ______

You MUST attach the following documentation to this appeal form:

1. Copy of Kean University degree audit that documents remaining courses needed to complete your current program of study.

2. Provide a typed statement explaining your program circumstances (i.e. program of studies you have pursued/completed, change in major, prerequisite courses, or pursuing second degree).

Completed appeals should be forwarded to the attention of the:  
Financial Aid SAP Appeal Committee  
C/O Office of Financial Aid  
Kean University, 1000 Morris Avenue, Union, NJ 07083