

Federal and State Financial Aid

Satisfactory Academic Progress (SAP) Appeal

You may appeal your unsatisfactory SAP status for Federal and/or State financial aid if you have experienced serious extenuating circumstances during the semester in which you became SAP ineligible. Submitting an appeal does not guarantee approval and reinstatement of aid.

Examples of extenuating circumstances:

- Accident or injury requiring hospitalization and recovery
- Call to military active duty with short response time
- Death of an immediate family member
- Fire or other catastrophic events
- Medical issues requiring extensive follow up care

When completing the SAP appeal form:

- Documentation to support your circumstances must be provided. Appropriate documentation may include letters from medical or health professionals, accident reports, hospital records, legal documentation, etc.
- Submit your completed SAP appeal form and supporting documentation to Gordon Student Central or email to faoinfo@sunyocc.edu.

Appeal decisions will be made prior to the start of each semester for appeals submitted by the published deadline. Appeals submitted after the deadline will have decisions made on a rolling basis regardless of if you are financially liable for your registered courses.

Satisfactory Academic Progress (SAP) Appeal Form

OCC ID# _____

First Name _____ Last Name _____

OCC Email _____@clasnet.sunyocc.edu

Which type of Financial Aid are you submitting this appeal?

- New York State Financial Aid (TAP, APTS, etc.)

- Federal Financial Aid (Pell, SEOG, Student Loans, etc.)

Which semester are you requesting your aid be reinstated?

- Fall 20____ Spring 20____ Summer 20____

By submitting this SAP appeal I understand:

- Approval of a SAP appeal for Federal and/or State Financial Aid is given only **once** during your time at OCC
- Appeals are not accepted to override federal maximum credit regulations
- The decision regarding your appeal is final

Student Signature _____ Date _____

All communication regarding your SAP appeal will be sent to your OCC e-mail address

Please complete the following questions. **All SAP appeals must be submitted with supporting documentation.**

1. What were the specific circumstances that hindered your academic performance during your most recent enrollment at Onondaga Community College?

2. Please indicate the date when the circumstances occurred. Give the day/month/semester.

3. How and why did the circumstances hinder your academic performance?

4. Indicate what documentation you are attaching to this appeal to verify the circumstances identified above.

5. State how the circumstances have been resolved, no longer exist, or will no longer hinder your academic performance.
