

SATISFACTORY PROGRESS PETITION FORM

If you wish to petition your financial aid suspension, fill out this form and **attach a written statement** describing any unusual circumstances that contributed to your failure to make satisfactory progress.

Your petition must address each of the items bulleted below. You are advised that all previously awarded aid will be canceled and is currently on hold. If you enroll while on financial aid suspension, you are responsible for paying charges that you incur. Do not assume the petition will be approved. If it is approved, an award will be made based on funds that are available at that time.

Allow approximately **three weeks** for review and response.

NAME: _____ SID: _____

FULL ADDRESS: _____

E-MAIL: _____ PHONE: _____

Possible reasons for suspension:

- 1) Failed to successfully complete at least half time credits.
- 2) Accepted aid for less than ½ time enrollment and failed to complete all credits.
- 3) Failed to earn credits within my enrolled range for 3 consecutive quarters.
- 4) Failed to maintain a minimum CWU cumulative GPA of 2.0 (undergraduates after two years of attendance). All post-baccalaureates must maintain cumulative GPA of 2.0 and all Master candidates must maintain a cumulative GPA of 3.0.
- 5) Attempted 270 credits or 1.5 times the number of credits required to complete your degree.

Your petition must address all items relevant to your suspension

- Why did you fail to complete credits within your enrollment range?
- Why did you fail to maintain the minimum GPA?
- **REQUIRED:** What actions have you taken to ensure satisfactory progress in the future?
- **REQUIRED:** Provide official documents to substantiate any extenuating circumstance and a letter from a service provider to corroborate resolution to the problem:
 - a) Serious personal health problem. (Provide medical documents.)
 - b) Death of immediate family member. (Provide copy of death certificate or an original if documenting death of a parent with a PLUS loan.)
 - c) Other unusual circumstance that was beyond your control if you believe it contributed to your failure to make satisfactory progress. (Provide official documentation.)

Check if applicable:

- Check here if you now have a 2.0 **cumulative** CWU gpa (3.0 if you are a Graduate student).
- Check here if you have completed a quarter on your own and would like us to review your eligibility.
- Check here if you have reached the maximum enrollment limit for Title IV aid and would like to apply for an alternative loan.

If you do not know why you are suspended, please talk to a financial aid counselor.

STUDENT SIGNATURE: _____ Date: _____