



Satisfactory Academic Progress- Academic Plan

Financial Aid Office

Academic Plan is required if you cannot regain SAP eligibility within one quarter. Your Academic Advisor must approve this plan, and it will be submitted with your SAP Application.

Note: Submission of this appeal does not guarantee approval.

Student Name: _____	Student SID#: _____
Student Phone: _____	Student Email: _____
Academic Advisor: _____	Advisor Signature: _____

Information:

- You must submit an academic plan if regaining aid eligibility will take longer than one quarter.
- Completed appeals received by the first day of the quarter will be reviewed prior to the end of add/drop.
- If your appeal and plan is approved, you will be awarded financial aid based on funds available at the time of your approval. *Financial aid office cannot reinstate aid for completed quarters.*
- Maximum Timeframe appeals require a different application- only Federal aid can be appealed. *See MTF Application.*

Directions:

- The appeal must be signed by your Academic Advisor- you can schedule a virtual or phone appointment with your advisor to help you complete the academic plan.
- Your academic plan should begin with the quarter you are appealing for, and must be at least two quarters, or as long as it takes to meet SAP requirements.
- Your academic advisor should keep a copy of your academic plan.
- Submit the completed and signed form to the Financial Aid Office with your SAP appeal by the deadline for the quarter you are applying for reinstatement.
- Financial aid will review your progress each quarter to ensure you are enrolled and meeting the terms of the courses listed on your academic plan. If you do not meet these requirements, you will lose financial aid eligibility and previously offered aid may be revoked.
- **Forms uploaded to your MyCWU To-Do list do not need to be signed.**

Student Financial Services

400 E University Way | Ellensburg WA 98926-7495 | Office: 509-963-1611 | Fax: 509-963-1788
Bouillon Hall 106 | Email: FinancialAid@cwu.edu | Web: <https://www.cwu.edu/admissions-aid/financial-aid-scholarships/>

CWU is an EEO/AA/Title IX Institution. For accommodation email: DS@cwu.edu.

This is an electronic communication from Central Washington University.

Student's Information:

Total Attempted Credits: _____	Rate of Completion: _____
Total Earned Credits: _____	Cumulative GPA _____

Plan for future quarters:

Quarter	# Credits (Total)	Projected Quarterly GPA	# of credits being repeated	Previous grade of repeated course
<i>Ex: Winter</i>	15	3.0	5	F

Academic Advisor Comments (Optional):

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Student Comments (Optional):

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Student Statement: I worked with my academic advisor to create this academic plan. I agree this plan is attainable for me, and I will adhere to the terms of this plan. I understand I must satisfy the academic plan requirements to receive financial aid. I understand my financial aid will be revoked or denied if I do not meet the requirements of this plan.

If at any time I am not able to meet the requirements, I agree to contact the FAO to discuss my options.

If uploaded in MyCWU, the student doesn't need to physically sign this form.

Student Signature: _____	Date: _____
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