



Student Services
SRC Toll free: (800) 334-7337
23235 North County Road 22
Canton, Illinois 61520
Phone (309) 649-6400
Fax (309) 649-6393

SATISFACTORY ACADEMIC PROGRESS APPEAL

Any student who loses financial aid eligibility or the eligibility to register for classes due to a failure to meet the College's satisfactory academic progress standards may submit an appeal to the Academic Standards Review Committee. The process outlined below will be followed in deciding your appeal:

1. Your appeal will be reviewed by the Academic Standards Review Committee to evaluate your academic record and determine if extenuating or unusual circumstances impacted your capacity to meet the College's academic standards.
2. You will be advised in writing of the outcome of your appeal within ten days of the Academic Standards Review Committee meeting.
3. The ruling of the Committee is final but students have the option to address the committee in person.
4. The Appeal Committee meets a minimum of twice a month.

Instructions:

1. The student should complete and return the Satisfactory Academic Progress Appeal Form and provide appropriate documentation. If you need additional space for #8 or #9 you may use the back of the form or a separate sheet. Appeals that are incomplete or have no documentation may NOT be reviewed and may be returned to the student.
2. A Degree Plan, which can be obtained from your academic advisor, must be attached to the appeal.
3. Return the appeal form and all required documentation to the address below:

Financial Aid Office
Spoon River College
23235 N County Road 22
Canton, IL 61520

*** Please note that 1) appeals for prior semesters will **not** be considered.



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SATISFACTORY ACADEMIC PROGRESS APPEAL

Reason for Appeal: Academic Status Financial Aid Status Both

1. Name: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

2. Student ID Number: _____

3. Appeal is for (mark one): Fall Semester Spring Semester Summer Semester

4. What is your current degree or certificate objective? _____

5. What is your anticipated graduation date? _____

6. After you complete your current degree or certificate, what are your career goals?

7. Which of the following resources have you used while at SRC? Check all that apply.

<input type="checkbox"/> Tutoring	<input type="checkbox"/> Assigned Advisor	<input type="checkbox"/> Career Counseling
<input type="checkbox"/> Personal Counseling Services	<input type="checkbox"/> Student Opportunity for Success LA 100 or LA 103	
<input type="checkbox"/> Learning Resource Center	<input type="checkbox"/> Regular meetings with course faculty or a faculty advisor	
<input type="checkbox"/> Other, please list: _____		

Student Use Only

I have provided a Degree Plan to Financial Aid with a previous appeal.

Degree Plan Attached

Office Use Only
Suspension

Session GPA: _____

Cum GPA: _____

Session Comp: _____

Cum Comp: _____

Hrs. Attempted: _____

8. What extenuating circumstances prohibited you from meeting the Satisfactory Academic Progress requirements? **Incomplete appeals will be returned to students.** If you are appealing because you already have received a degree, please state that and list the degrees you have received. If you are appealing because you are over hours, please explain why. You must attach documentation to support your claim of extenuating circumstances when appropriate (letter confirming medical treatment, confirmation of death in the family, etc.)

9. What changes have occurred, or you are planning to make, that will enable you to meet the Satisfactory Academic Progress requirements? If you have already received a degree please explain how the new degree will benefit you in the future.

I certify that all information and documentation I have submitted pertaining to this appeal is true and complete.

Student's Signature _____ Date _____

For Office Use Only:

- ___ Granted Full Reinstatement to Register and Receive Financial Aid
- ___ Granted Full Reinstatement to Register—No Financial Aid
- ___ Granted Reinstatement to Register but Restricted to ½ Time Enrollment Only & Financial Aid
- ___ Granted Reinstatement to Register but Restricted to ½ Time Enrollment Only—No Financial Aid
- ___ Denied Reinstatement to Register and to Receive Financial Aid
- ___ 100% course completion, 2.0 GPA or Better, required courses only
- ___ Other: _____

Date: _____ Committee Chair: _____