



Financial Aid Office
Aber Hall, 5th Floor
Missoula, MT 59812-2232
Phone: (406) 243-5373
faid@mso.umt.edu

SAP (Satisfactory Academic Progress) Appeal for Financial Aid Reinstatement

Name: _____ Student ID#: _____

Address: _____ City: _____

State: _____ Zip Code: _____ Phone#: _____

The term in which you wish to return: _____AUTUMN _____SPRING _____SUMMER YEAR: _____

Each appeal will be reviewed on a case-by-case basis. Documentation is key. Please submit the follow:

- 1) A signed, written statement explaining 1) what extenuating circumstance prevented you (the student) from meeting the required SAP standards and 2) what has changed so that the same issue will not be a hindrance in the future. We respect that some situations are extremely sensitive. We do not need details that you are not comfortable with sharing but need enough to make an informed decision on your appeal. Use reverse side for statement.
 - a) Documentation supporting the statement such death certificate, medical documentation, court or official documents, and/or signed letters from disinterested third parties (ex: an academic advisor, physician, counselor, professor, etc.)
 - b) Specify in documentation how the situation has reasonably been resolved. For example: in a medical circumstance, a note from a doctor indicating that the condition has improved enough that it is realistic to expect that the student will be academically successful in the upcoming term would suffice. For academic issues: the advisor might explain how the student changed study habits, work load, major, etc. so to change trajectory of grades or progress.

Note: Students who previously were unable to document an extenuating circumstance and/or had their appeal denied, can request to have their appeal re-reviewed. However, the student may be asked to submit other documentation or commit to a plan of study. If a denial stands, the student can successfully pass additional coursework without financial aid (do well in those classes, meaning they earn a term GPA of at least a 2.0 and passes all courses for which they are registered) as another step in appeal process.

Our office will evaluate your appeal and documentation. Check CyberBear and your UM email frequently. If we have questions, we will reach out via your UM email. Please allow at least two weeks for review. Review can take up to four weeks during peak processing or if we are missing documentation.

2) Student Certification:

I certify that the following statement and accompanying documentation is true and correct.
I understand that appeals lacking supporting documentation will be denied.
I understand that for timely review, appeals should be submitted at least two weeks before the term begins.
If the appeal is denied, I am responsible for any cost accrued to the University.
All appeals must be completed and approved prior to the end of the term in order for federal aid to disburse.

Student Signature: _____ Date: _____

