



## Boston University Financial Assistance

### Satisfactory Academic Progress for Financial Assistance Appeal Form

#### **Overview:**

Boston University Financial Assistance is required by federal regulation to ensure students receiving financial aid are making academic progress towards completing their degree. For this reason, your Boston University academic transcript is reviewed each semester to verify that you have completed the required number of credits and maintained the minimum grade point average to continue receiving financial aid, including credit-based educational loans. If your academic performance has fallen short of these standards and you would like to appeal that determination, you must complete the attached Satisfactory Academic Progress Appeal Form. Please note that credits and grades earned at institutions other than Boston University are not considered in the GPA calculation. BU Financial Assistance will begin reviewing complete appeals over the summer, in the order in which they are received. You may be asked to supply additional information in support of your appeal. More information about BU Financial Assistance Satisfactory Academic Progress standards is available at: [http://www.bu.edu/finaid/eligibility/sap\\_renewal.html](http://www.bu.edu/finaid/eligibility/sap_renewal.html).

#### **Satisfactory Academic Progress Standards:**

##### Minimum Credit Hours

- Full-time students must successfully complete a minimum of 12 Boston University credits in each semester in which they are enrolled.
- Generally, all students must complete at least 75 percent of the total credits for which they enroll whether they are enrolled part time or full time.

##### Minimum Grade Point Average

Students at all grade levels must maintain a minimum cumulative grade point average of 2.00 for renewal of federal, state, and Boston University financial aid, and for certification of all credit-based loans.

**\*\*Please complete the following form as thoroughly as possible and submit it to Boston University Financial Assistance. If you have any questions while completing the form, please contact the office using the following contact information:**

Complete and return to:

Boston University Financial Assistance  
881 Commonwealth Avenue, 5<sup>th</sup> Floor  
Boston, MA 02215

Call: 617-353-2965  
Fax: 617-358-2792  
Email: [finaid@bu.edu](mailto:finaid@bu.edu)

\*If an electronic version of this form is completed, please email it to our office from your BU email address so we can verify the sender's information. Also, please use "**SAP Appeal**" as your email subject line.



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**Section I: To be completed by the STUDENT**

Name: \_\_\_\_\_

BU ID #: \_\_\_\_\_

College: \_\_\_\_\_ Major: \_\_\_\_\_

Class Year: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

Preferred Email Address: \_\_\_\_\_ Preferred Phone Number: \_\_\_\_\_

**If further explanation is necessary, attach a separate sheet of paper.  
Attach documentation in support of your statements below, as appropriate.**

Summarize circumstances related to why you did not meet Satisfactory Academic Progress standards:

What changes have you made that make you feel ready to succeed in the upcoming semester?



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**Section II: ACADEMIC ACTION PLAN**

Name: \_\_\_\_\_

BU ID #: \_\_\_\_\_

Summarize your **academic action plan** below and describe how you will meet Satisfactory Academic Progress in the future. Please include the following, if applicable, in this section:

- If you have an academic action plan form completed with an advisor, please attach it to your appeal.
- If you received incomplete grades in any previous semester, please include your detailed completion plan for each individual incomplete course.
- If you have a balance owed for a previous semester, what is your plan to resolve this? Financial aid cannot be posted while there is an outstanding prior balance.