



**Academic Appeal Form**

**Documents must be emailed to [appeals@uncfsu.edu](mailto:appeals@uncfsu.edu)**

**Name:** \_\_\_\_\_ **Banner ID:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Term you wish to enroll:** \_\_\_\_\_ **Level: Undergraduate**\_\_ / **Graduate**\_\_

**Are you requesting Financial Aid?** \_\_\_ Yes / \_\_\_ No

**Check all that apply**

\_\_\_ Academic Suspension

\_\_\_ SAP (Satisfactory Academic Progress below 67%)

\_\_\_ Academic Fresh Start

\_\_\_ Attempted 180 credit hours or more.

(You must submit an [Excessive Hours Review Form](#) along with this appeal form)

\_\_\_ I have attended another institution since being enrolled at FSU

(You must submit all transcripts from other institutions)

Along with this Academic Appeal Form, ***you must submit ALL the required documents:***

- 1) **Unusual Circumstance Statement:** Paragraph 1) Type a brief statement explaining the circumstances that led up to and prevented you from meeting satisfactory academic progress. Paragraph 2) Explain how these circumstances have now been resolved or being managed. Paragraph 3) Explain how do you will remain and stay on track to degree completion?
- 2) **Required Verifiable Documentation:** Include all necessary documentation to support the existence of and evidence that the unusual circumstances you explained in item 1 above have been resolved or managed.
- 3) You must include your Student Education Plan for the current and subsequent semesters approved by your Advisor.

***Please note: Include your name and banner number on all documentation submitted***

*I certify my signature indicates, I have read and understand all information. Additionally, I understand the committee reserves the right to request additional documentation before rendering a final decision. Deadlines are posted at [DEADLINE DATES](#). If the Academic Appeal is received after the deadline, my appeal may not be reviewed.*

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Appeals deadline for Summer II and for Fall 2019 registration is June 20, 2019**