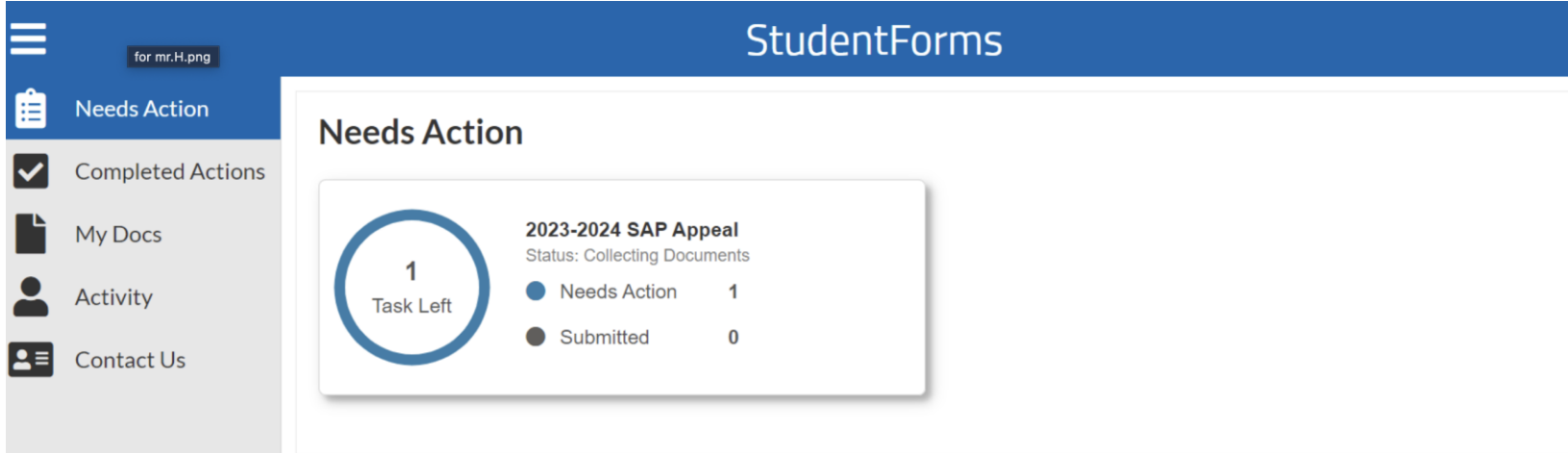


Instructions On How To Complete Your SAP Appeal

After successfully creating your UNCFSU Student Forms Account You can view all SAP Appeal Tasks on the main page of the student forms portal.

How to submit your Satisfactory Academic Progress Appeal

Click on the Needs Action tab to access your SAP appeal.

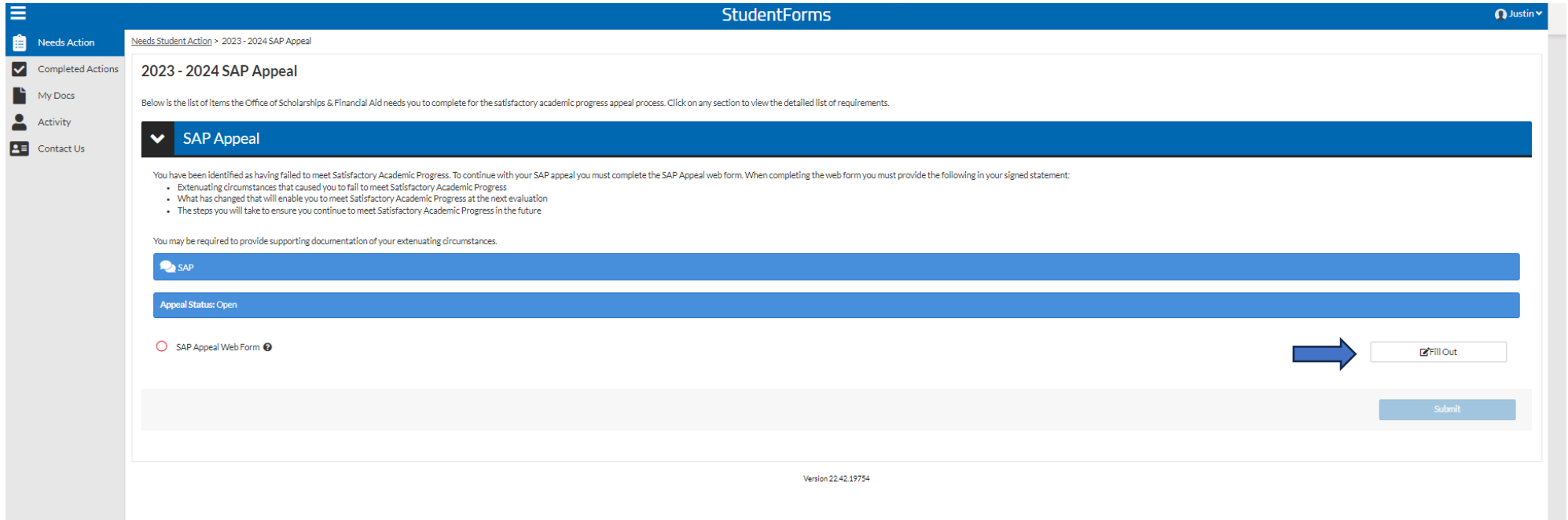


The screenshot displays the 'StudentForms' interface. On the left is a navigation menu with icons and labels: 'Needs Action' (highlighted), 'Completed Actions', 'My Docs', 'Activity', and 'Contact Us'. The main content area is titled 'Needs Action' and features a summary card for the '2023-2024 SAP Appeal'. The card indicates the status is 'Collecting Documents' and shows a progress bar with '1 Task Left'. A legend below the progress bar shows 'Needs Action' with a blue dot and the count '1', and 'Submitted' with a grey dot and the count '0'.

Task	Count
Needs Action	1
Submitted	0

How to submit your Satisfactory Academic Progress Appeal

Initiate the SAP Appeal Web Form by clicking the “Fill Out” button.



The screenshot shows the 'StudentForms' interface for a '2023 - 2024 SAP Appeal'. The left sidebar contains navigation links: 'Needs Action', 'Completed Actions', 'My Docs', 'Activity', and 'Contact Us'. The main content area is titled '2023 - 2024 SAP Appeal' and includes a sub-header 'SAP Appeal'. Below this, there is a list of requirements for the appeal process. A blue arrow points to the 'SAP Appeal Web Form' link, which is followed by a 'Fill Out' button. A 'Submit' button is located at the bottom right of the form area. The version number 'Version 22.42.19754' is displayed at the bottom of the page.

StudentForms Justin

Needs Action

Completed Actions

My Docs

Activity

Contact Us

Needs Student Action > 2023 - 2024 SAP Appeal

2023 - 2024 SAP Appeal

Below is the list of items the Office of Scholarships & Financial Aid needs you to complete for the satisfactory academic progress appeal process. Click on any section to view the detailed list of requirements.

SAP Appeal

You have been identified as having failed to meet Satisfactory Academic Progress. To continue with your SAP appeal you must complete the SAP Appeal web form. When completing the web form you must provide the following in your signed statement:

- Extenuating circumstances that caused you to fail to meet Satisfactory Academic Progress
- What has changed that will enable you to meet Satisfactory Academic Progress at the next evaluation
- The steps you will take to ensure you continue to meet Satisfactory Academic Progress in the future

You may be required to provide supporting documentation of your extenuating circumstances.

SAP

Appeal Status: Open

SAP Appeal Web Form ?


Fill Out


Submit


Version 22.42.19754


How to submit your Satisfactory Academic Progress Appeal


Carefully review the appeal instructions!

 Needs Action

 Completed Actions

 My Docs

 Activity

 Contact Us

[Needs Student Action](#) > [Tasks](#) > 2023/2024 Satisfactory Academic Progress Appeal

2023/2024 Satisfactory Academic Progress Appeal

[Instructions](#)

[Demographics](#)

[Statement](#)

[Review & Sign](#)

[Return to Student Tasks](#)

Instructions

After a review of your academic history, it has been determined that you are not meeting one or more of the standards established in the [Satisfactory Academic Progress \(SAP\) Policy](#). If you wish to be considered for reinstatement of financial aid (Pell Grant, Federal Supplemental Educational Opportunity Grant, Work Study, Federal Student Loans, TEACH Grant, and state aid), you must submit this web form, upload your appeal with your signature (or e-signature) and copies of any supporting documentation.

By submitting this appeal, you acknowledge:

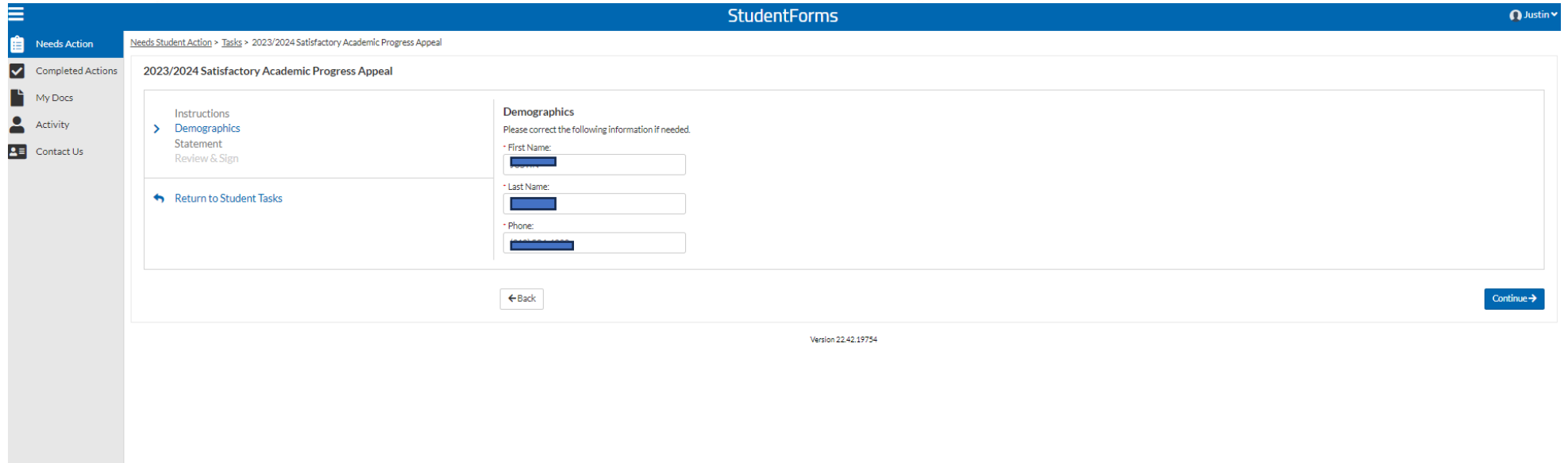
- If my appeal is DENIED, I understand that decisions are processed on a case-by-case basis and the committee may deny a SAP appeal.
- If my appeal is APPROVED, I understand that I am expected to make satisfactory academic progress. This means that I must enroll in and complete the courses detailed in my academic success plan. Failure to comply with the plan will result in another appeal being required.
- I understand that if my appeal is DENIED, I am ineligible to receive financial aid and will be responsible for the payment of my tuition until I meet satisfactory academic progress standards again.

For detailed information on the SAP Policy at Fayetteville State University please [click here](#).

[Continue →](#)

How to submit your Satisfactory Academic Progress Appeal

Demographic information must match exactly with your FAFSA!



The screenshot displays the 'StudentForms' web application interface. A blue header bar at the top contains the 'StudentForms' title and a user profile for 'Justin'. On the left, a sidebar lists navigation options: 'Needs Action', 'Completed Actions', 'My Docs', 'Activity', and 'Contact Us'. The main content area shows the breadcrumb 'Needs Student Action > Tasks > 2023/2024 Satisfactory Academic Progress Appeal'. Below this, the title '2023/2024 Satisfactory Academic Progress Appeal' is followed by a list of steps: 'Instructions', 'Demographics' (selected with a blue arrow), 'Statement', and 'Review & Sign'. A 'Return to Student Tasks' link is also present. The 'Demographics' section contains the instruction 'Please correct the following information if needed.' and three input fields labeled 'First Name', 'Last Name', and 'Phone'. At the bottom of the form are 'Back' and 'Continue' buttons. The version number 'Version 22.42.19754' is visible at the bottom center.

StudentForms Justin

Needs Student Action > Tasks > 2023/2024 Satisfactory Academic Progress Appeal

2023/2024 Satisfactory Academic Progress Appeal

Instructions
Demographics
Statement
Review & Sign

Return to Student Tasks

Demographics
Please correct the following information if needed.

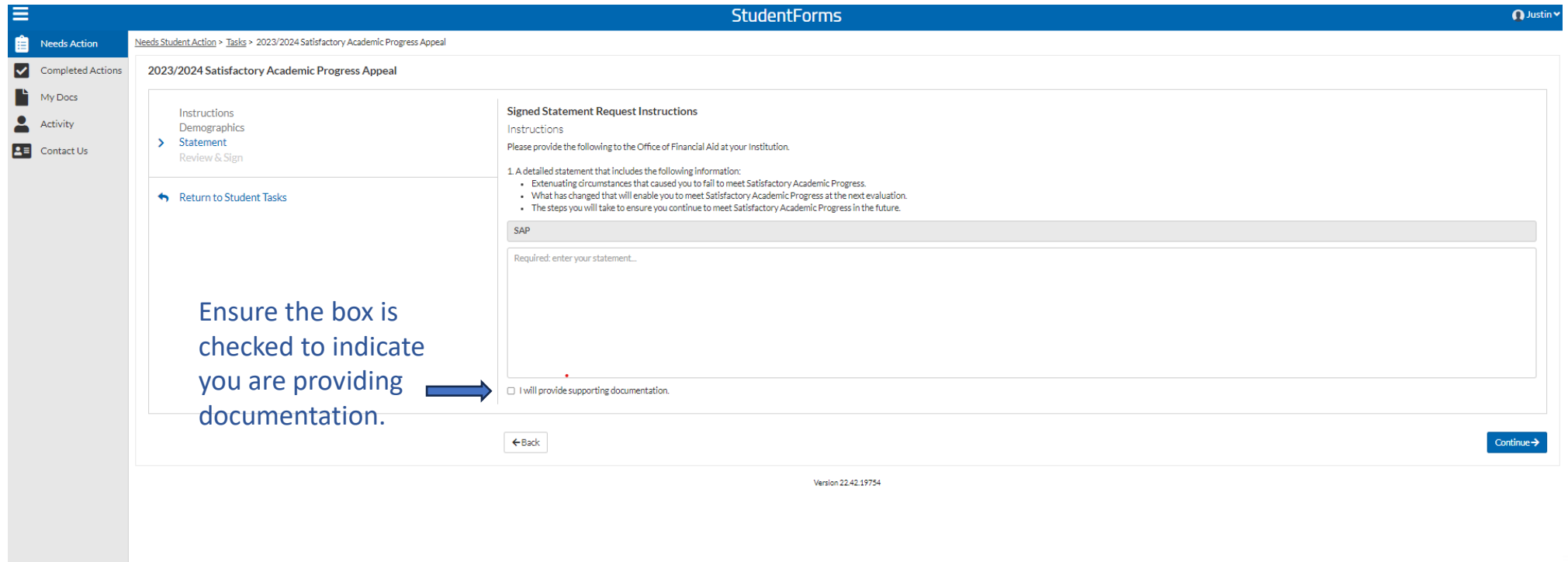
First Name:
Last Name:
Phone:

Back Continue

Version 22.42.19754

How to submit your Satisfactory Academic Progress Appeal

Review statement instructions and type your statement.



StudentForms Justin

Needs Student Action > Tasks > 2023/2024 Satisfactory Academic Progress Appeal

2023/2024 Satisfactory Academic Progress Appeal

Instructions
Demographics
> **Statement**
Review & Sign

Return to Student Tasks

Signed Statement Request Instructions

Instructions
Please provide the following to the Office of Financial Aid at your Institution.

1. A detailed statement that includes the following information:

- Extenuating circumstances that caused you to fail to meet Satisfactory Academic Progress.
- What has changed that will enable you to meet Satisfactory Academic Progress at the next evaluation.
- The steps you will take to ensure you continue to meet Satisfactory Academic Progress in the future.

SAP

Required: enter your statement...

☐ I will provide supporting documentation.

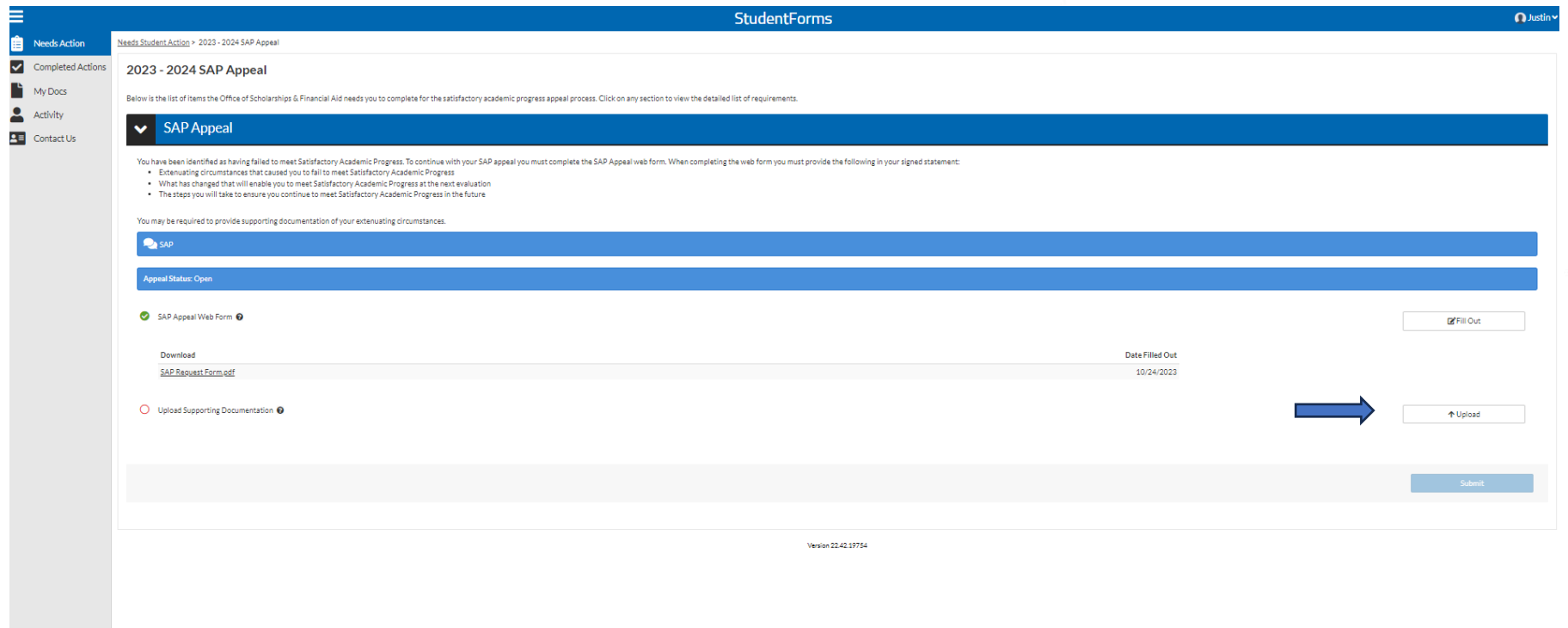
Ensure the box is checked to indicate you are providing documentation.

Back Continue

Version 22.42.19754

How to submit your Satisfactory Academic Progress Appeal

After filling out the appeal web form, upload your documentation.



The screenshot shows the 'StudentForms' interface for a '2023 - 2024 SAP Appeal'. The left sidebar contains navigation links: 'Needs Action', 'Completed Actions', 'My Docs', 'Activity', and 'Contact Us'. The main content area is titled '2023 - 2024 SAP Appeal' and includes a sub-header 'SAP Appeal'. Below this, there is a section for 'SAP Appeal Web Form' with a 'Download' button and a 'Date Filled Out' field showing '10/24/2023'. A blue arrow points from the 'Upload Supporting Documentation' section to the 'Upload' button. The 'Upload Supporting Documentation' section includes an 'Upload' button and a 'Submit' button at the bottom right. The version number 'Version 22.42.19754' is visible at the bottom center.

StudentForms Justin

Needs Action
Completed Actions
My Docs
Activity
Contact Us

Needs Student Action » 2023 - 2024 SAP Appeal

2023 - 2024 SAP Appeal

Below is the list of items the Office of Scholarships & Financial Aid needs you to complete for the satisfactory academic progress appeal process. Click on any section to view the detailed list of requirements.

SAP Appeal

You have been identified as having failed to meet Satisfactory Academic Progress. To continue with your SAP appeal you must complete the SAP Appeal web form. When completing the web form you must provide the following in your signed statement:

- Extenuating circumstances that caused you to fail to meet Satisfactory Academic Progress
- What has changed that will enable you to meet Satisfactory Academic Progress at the next evaluation
- The steps you will take to ensure you continue to meet Satisfactory Academic Progress in the future

You may be required to provide supporting documentation of your extenuating circumstances.

SAP

Appeal Status: Open

✓ SAP Appeal Web Form ⓘ

Download

SAP Request Form.pdf

Date Filled Out

10/24/2023

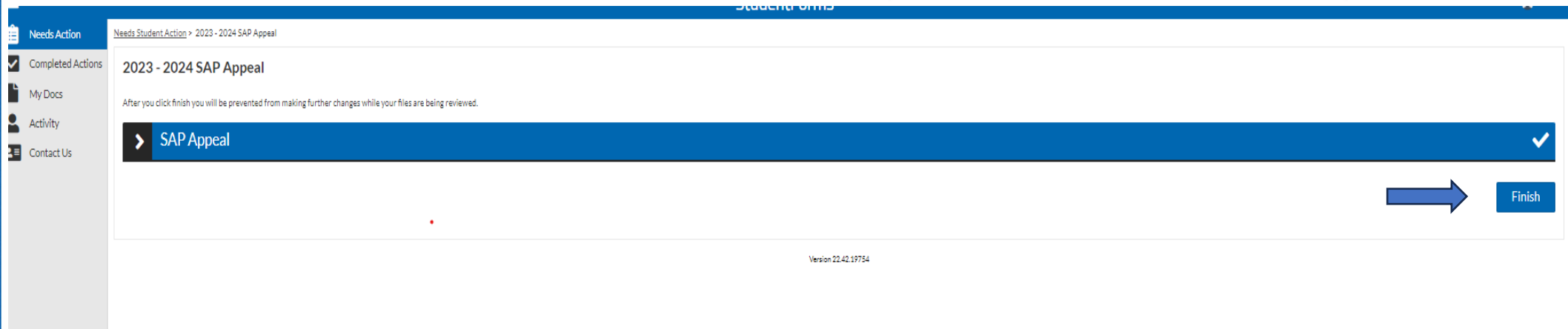
⬅️ Upload

Submit

Version 22.42.19754

How to submit your Satisfactory Academic Progress Appeal

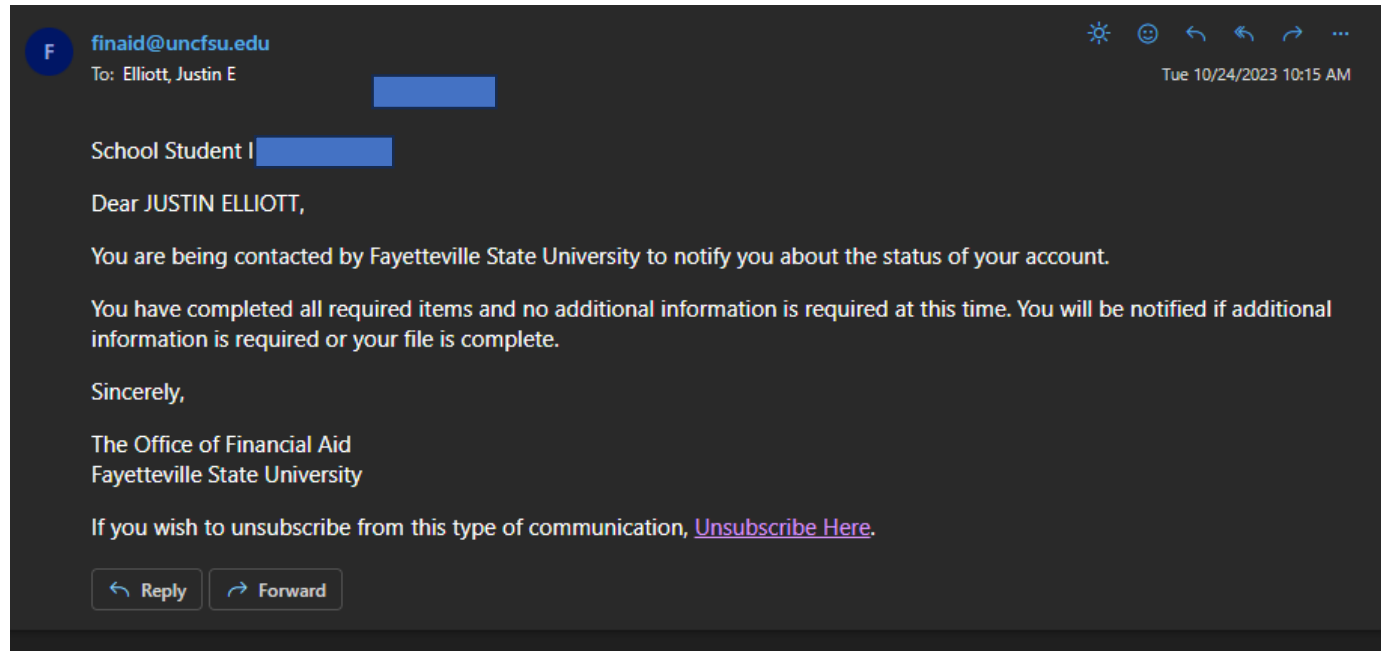
Ensure that you complete the last step and submit your appeal!



The screenshot displays the 'Student Forms' portal. On the left is a navigation menu with options: 'Needs Action', 'Completed Actions', 'My Docs', 'Activity', and 'Contact Us'. The main content area is titled 'Needs Student Action > 2023 - 2024 SAP Appeal'. Below this, the heading '2023 - 2024 SAP Appeal' is followed by a warning: 'After you click finish you will be prevented from making further changes while your files are being reviewed.' A large blue bar contains a right-pointing arrow, the text 'SAP Appeal', and a checkmark icon. At the bottom right, a blue arrow points to a 'Finish' button. The footer of the page reads 'Version 22.42.19754'.

How to submit your Satisfactory Academic Progress Appeal

After your appeal is submitted you will be notified via email and text! Your appeal decision will be made within fifteen business days.



Your <https://uncf-su.studentforms.-com/> SAP Appeal has been Ap-
proved. Contact fi-
nancial aid with
any questions.

For Questions Contact Us!

Office of Scholarships & Financial Aid

General Office Email: finaid@uncfsu.edu

SAP Committee Email: fsu-sap@uncfsu.edu

Phone: 910-672-1325

Office Hours:

Monday-Friday

8am-5pm

