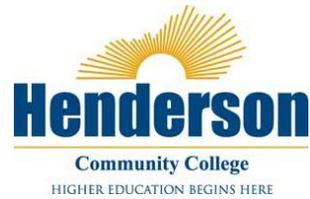


# Satisfactory Academic Progress (SAP) Student/Advisor Academic Plan of Action

\*Must be completed and submitted with the SAP Appeal Form



Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Student ID: \_\_\_\_\_ Program of Study: \_\_\_\_\_

**Conditions of Approved Appeals. Please read and check the following statements, making sure you understand the significance of this Academic Plan of Action.**

- I understand that my registration for coursework cannot deviate from courses **required** for my planned credential.
- I understand that I must earn at least a **GPA of 2.00** for coursework at HCC in order to receive federal, state, and institutional financial aid.
- I understand I must successfully **complete 67% of all classes/courses I attempt** in order to receive federal, state, and institutional financial aid.
- I understand that I must be on pace to graduate **within a Maximum Time Frame (MTF - 150% of coursework required for intended credential)** or within any new pace set for me as a result of this approved appeal.
- I understand that I must be making progress each semester toward all SAP requirements by the projected end date according to my Academic Requirement and/or Academic Program Plan.
- I understand that I must take measures to ensure academic performance and success to continue receiving federal financial aid.
- I understand my academic progress will be reviewed each semester and that failure to meet the terms of the approved appeal will jeopardize eligibility for federal, state, and institutional financial aid.

**Student Acknowledgement:** By signing below, I acknowledge that I understand that failure to follow and meet the terms above will result in forfeiture of all future financial aid eligibility for all state and federal programs, including (but not limited to) Pell Grants and Direct Federal Loans. I also understand and acknowledge that once I have lost eligibility for financial aid, I may have my eligibility reinstated by successfully completing sufficient credits to meet the Satisfactory Academic Progress standards without the assistance of financial aid programs, and I must notify the Financial Aid Office once the credits have been completed. "Successfully completing sufficient credits" refers to returning to a MEETS SAP aid status without financial aid as outlined by the committee.

Student Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_

**Advisor Acknowledgement:** I acknowledge that I have met with the student to develop a planned curriculum to ensure that s/he has a realistic academic plan and that the coursework listed is required for the student's declared program.

Advisor Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_

**Advisor Note:** *If student is completing this form due to exceeding Maximum Time Frame (MTF) for their credential (150% of total number of hours required) you must also attach a degree plan indicating courses required to complete their degree. You must also enter the total credit hours remaining below. The degree plan and total remaining hours are only required for MTF appeals.*

The student has \_\_\_\_\_ credit hours remaining to complete their currently declared credential.