



**FINANCIAL AID STANDARDS OF SATISFACTORY ACADEMIC PROGRESS APPEAL FORM:
MAXIMUM TIMEFRAME**

Name _____ Student ID _____ Email address _____

Address _____ Phone _____

You have exceeded the maximum timeframe (as measured in attempted credits) that you are allowed towards your current degree. Please use this form to write your appeal. Your appeal must include the following **three** items. If you fail to include all three items, your appeal will be denied.

1.) Explain the circumstances that have caused you to exceed the maximum timeframe threshold of Satisfactory Academic Progress.

2.) Explain how the circumstances mentioned above have changed so that you can be academically successful.

3.) Supporting documentation. If you are using your Degree Plan as your documentation to show which classes you have remaining in your degree, Davenport will provide this for you. Any other documentation must be attached.

Submit your appeal including supporting documentation at <https://my.davenport.edu/financial-aid/financial-aid-document-upload>, fax to 616-732-1141 or deliver to your campus Financial Aid Counselor. You will be contacted when a decision is made regarding your appeal. If you have questions about the Standards of Satisfactory Academic Progress or the appeal process, please visit [davenport.edu/SAP](https://my.davenport.edu/SAP), contact your campus Financial Aid Counselor or call 866-774-0004 to be connected to your Financial Aid Counselor.

Student signature

Date