



FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS APPEAL REQUEST  
MAXIMUM TIMEFRAME

(Initial) \_\_\_\_\_ I have a current year FAFSA on file with the college and have provided all required Verification documents to the Financial Aid Office before, or at the time of, Appeal submission.

(Initial) \_\_\_\_\_ I understand that the decision of the Appeal Committee to uphold or deny my appeal is final, and that no explanation will be provided to me regarding the reason for the decision.

**Student Information and Reason for Appeal**

I have exceeded 150% maximum timeframe

Name: \_\_\_\_\_ A-B Tech Student ID: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Semester for appeal to be approved:  fall  spring  summer

Primary Major: \_\_\_\_\_ Hours remaining for completion: \_\_\_\_\_

Expected graduation date: \_\_\_\_\_

**For each semester you were not successful, please explain why you were not able to complete your program within 150 percent of the program's length in credit hours.**

Which semester/year are you explaining? Semester \_\_\_\_\_ Year \_\_\_\_\_ Please describe the circumstance that was beyond your control:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Which semester/year are you explaining? Semester \_\_\_\_\_ Year \_\_\_\_\_ Please describe the circumstance that was beyond your control:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*I have read the Financial Aid Satisfactory Academic Progress Appeal Request form. I understand that the Financial Aid Ad Hoc Appeals Committee WILL NOT review my appeal if this form is incomplete. I understand that I must provide documentation for each unsuccessful term. I also understand that I will be notified of the decision through my A-B Tech email account.*

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**For Office Use Only:**

Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Committee Decision: Approved \_\_\_ Denied \_\_\_

Date of Decision: \_\_\_\_\_

# IMPORTANT DETAILS ON COMPLETING THIS DOCUMENT

1. Electronic submissions must include an official Financial Aid Cover Sheet. The Cover Sheet can be found at [abtech.edu](http://abtech.edu) / Future Students / Financial Aid / Forms & Resources. Documents that are submitted electronically without the completed Cover Sheet will not be processed by the Financial Aid Office.
2. Type your answers into the fillable fields for clarity.
3. Do not use a mobile phone to complete this document. Doing so may result in lost data and inaccurate formatting.
4. Save this document to your computer, or print it immediately, to prevent loss of the data you entered.
5. The fillable fields on this document may not work when opened in the Mozilla Firefox browser. We advise that you complete the form in Internet Explorer or Chrome instead.
6. Adobe Reader must be used to fill out this document across all operating systems and devices. Using the Preview app on Apple desktop, notebook, and iOS devices will result in lost data.