

ILLINOIS STATE UNIVERSITY
Financial Aid Office
Satisfactory Academic Progress Appeal Form

NAME _____

UNIVERSITY I.D. NUMBER _____

ADDRESS _____
(to which result should be sent) street city state ZIP

Check one: Undergraduate Graduate LOCAL PHONE NUMBER _____ - _____

Term for which you are requesting reinstatement (check one): Email address _____

___ Fall Year _____
___ Spring
___ Summer
Expected Date of Graduation _____

Mail to: ILLINOIS STATE UNIVERSITY
Financial Aid Office
Campus Box 2320
Normal IL 61790-2320

or Return to: Financial Aid Office
101 Hovey Hall

BASIS FOR APPEAL. Please provide an explanation; include all information that supports your appeal. Explain if there were any grade changes. Be specific in explaining why the minimum number of academic hours was not earned. You will not have an opportunity to provide additional information in person. Be concise and clear. Attach documentation of any unusual circumstances (i.e., doctor or hospital bills, death certificate, etc.) to this form.

Students must also submit a Progress towards My Degree/Plan of Study with their Satisfactory Academic Progress appeal.

1. Go to My.illinoisState.edu
2. Click on the Academics tab
3. Click on Progress Towards my Degree
4. Log In
5. Click on Student Services Center
6. Click on the dropdown box on the left had side of the page. Scroll down to Academic Requirements in the box.
7. After you run the report, you will see an option that says to "view as a PDF" (button). Click on the button and save as a PDF.
8. Print and submit a copy of the report with this appeal.

----- FOR OFFICE USE ONLY -----

Previous Appeal Approved: Y N

FAO Staff Signature Date

Percent completed _____ Undergrad. > 180 hrs. Grad. > 75 hrs.

Appeal Approved / Appeal Denied

Codes: _____

Reviewer Signature Date
2019-2020 Satisfactory Academic Progress Appeal Form.doc

EMPL ID _____