

Instructions:

1. Print out your CAPP Audit and Unofficial Transcripts from CougarNet (see My Organizations in Blackboard).
2. Review these to determine your remaining requirements for your major and general education.
3. Complete page 1 of this form before meeting with your advisor.
4. Schedule an appointment to meet with your advisor to complete page 2 of this form (Academic Plan).

Reason for Financial Aid Appeal:

GPA below 2.0 Completion rate below 67% Overall completion rate above 150%

Name: _____ Student ID: _____

Street/City/State/Zip: _____

Phone: _____ Email: _____

Your degree plans:

Anticipated degree(s): _____ Anticipated date of graduation: _____

Major: _____ Total hours required for this degree: _____

Minor: _____ Prior major: _____

Plan for Success:

Please reflect on your biggest barriers to success in past semesters. This information will guide the discussion you have with your academic advisor. Be sure, where possible, to include proper documentation in support of your circumstances.

Please identify at least 3 ways you can improve your GPA.

Please identify at least 3 ways you can increase your completion rate.

Please include any additional comments in regards to your appeal (if applicable).

Student Signature: _____ Date: _____

Academic Plan: Schedule an appointment with your advisor to complete this section.

Note: You will need to collaborate with your advisor to complete this form. Be prepared to discuss your remaining degree requirements and your strategy to complete your degree. Please know this process may take more than one appointment.

Select Term _____		Year: _____
Course	#Hours	MJR, Min, GE, EL

Select Term _____		Year: _____
Course	#Hours	MJR, Min, GE, EL

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Select Term _____		Year: _____
Course	#Hours	MJR, Min, GE, EL

Select Term _____		Year: _____
Course	#Hours	MJR, Min, GE, EL

Advisor Recommendations (additional comments may be attached on separate page):

Advisor Name: _____ Department: _____

Advisor Phone: _____ Advisor e-mail: _____

Advisor Signature: _____ Date: _____