



**2019 – 2020 Academic Plan**

Student Name: \_\_\_\_\_ FDU ID#: \_\_\_\_\_

Undergraduate  Graduate  E-mail: \_\_\_\_\_

**Explanation**

You are not meeting federal Department of Education Satisfactory Academic Progress (SAP) standards. In order to continue to receive financial aid at Fairleigh Dickinson University, you must devise an academic plan that will put you on track to make SAP in future semesters.

Your academic plan must be submitted with a **signed and dated letter** including:

1. The reason you are not making satisfactory academic progress.
2. Your academic history and an explanation of the extenuating circumstances that prevented you from meeting the SAP requirements. Extenuating circumstances may include, but are not limited to, serious illness or injury, death or serious illness of an immediate family member, significant trauma that impaired your emotional and/or physical health, or other special circumstances.
3. A description of the corrective action you have taken and an explanation of how your circumstances have changed and the steps you have taken to facilitate your future success.

A Financial Aid Advisor (FAA) will review your academic plan to determine if it will allow you to achieve reasonable progress towards making SAP. The FAA may recommend that you amend your plan and may refuse to approve your plan if it is not determined to be reasonable.

You may submit a written appeal to the Office of Financial Aid to change your Academic Plan **BEFORE** the last day of the drop/add period during the first semester of the plan. In the appeal, you must explain what has happened to make the change(s) necessary and how you will be able to make academic progress based on these changes. The Office of Financial Aid may deny your proposed changes.

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**You MUST Also Complete Page 2**

Academic Plan Reviewed by: \_\_\_\_\_ (Financial Aid Counselor Name)

Appeal Approved / Appeal Denied (circle one)

\_\_\_\_\_ (Date)

## 2019-2020 Academic Plan (page 2)

This Academic Plan starts during the \_\_\_\_\_ semester and extends until the \_\_\_\_\_ semester.  
\*\* Attach GPA calculator for all semesters \*\*

### SAP Issue (check all that apply)

- Students is failing the qualitative (GPA) measure of SAP
- Student is failing the quantitative (Pace) measure of SAP
- Student is exceeding the maximum time frame (150% of published program length)

NOTE: If you are ONLY failing the pace measure, the GPA fields do not need to be completed. If you are ONLY failing the GPA measure, the Pace fields do not need to be completed. If you are unsure, contact the Financial Aid Office.

1. For the \_\_\_\_\_ Semester: I must complete a minimum of \_\_\_\_\_ credits.  
(GPA) I must earn a minimum semester GPA of \_\_\_\_\_. This GPA will allow me to achieve a cumulative GPA of \_\_\_\_\_.  
(Pace) I must complete all of the credits for which I have registered. This will increase my pace to \_\_\_\_\_%.

2. For the \_\_\_\_\_ Semester: I must complete a minimum of \_\_\_\_\_ credits.  
(GPA) I must earn a minimum semester GPA of \_\_\_\_\_. This GPA will allow me to achieve a cumulative GPA of \_\_\_\_\_.  
(Pace) I must complete all of the credits for which I have registered. This will increase my pace to \_\_\_\_\_%.

3. For the \_\_\_\_\_ Semester: I must complete a minimum of \_\_\_\_\_ credits.  
(GPA) I must earn a minimum semester GPA of \_\_\_\_\_. This GPA will allow me to achieve a cumulative GPA of \_\_\_\_\_.  
(Pace) I must complete all of the credits for which I have registered. This will increase my pace to \_\_\_\_\_%.

4. For the \_\_\_\_\_ Semester: I must complete a minimum of \_\_\_\_\_ credits.  
(GPA) I must earn a minimum semester GPA of \_\_\_\_\_. This GPA will allow me to achieve a cumulative GPA of \_\_\_\_\_.  
(Pace) I must complete all of the credits for which I have registered. This will increase my pace to \_\_\_\_\_%.

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I understand that failing to earn the required GPA WILL jeopardize my future eligibility for financial aid.  
\_\_\_\_\_ (Student Initials)

I understand that withdrawing from, or receiving an incomplete or failing grade in any course included in my academic plan WILL jeopardize my future eligibility for financial aid.  
\_\_\_\_\_ (Student Initials)

I understand that I AM NOT able to revise my Academic Plan after the drop/add deadline.  
\_\_\_\_\_ (Student Initials)

Student Signature \_\_\_\_\_

Date \_\_\_\_\_