



Academic Plan

Student Name: _____

FDU ID#: _____

Undergraduate ☐ Graduate ☐

E-mail: _____

Explanation

You are not meeting the 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.

You MUST Also Complete Page 2

Academic Plan Reviewed by: _____ (Financial Aid Counselor Name)

Appeal Approved / Appeal Denied (circle one) (Date) _____

Academic Plan (page 2)

This Academic Plan starts during the _____ and extends until the _____.

SAP Issue (check all that apply)

Students is failing the qualitative (GPA) measure of SAP ☐

Student is failing the quantitative (Pace) measure of SAP ☐

(Reminder: remedial coursework does not count toward quantitative SAP measurement)

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 ____N/A____. 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 _____%.

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 _____

Updated 7.21.26