

2nd REVIEW OF APPEAL

SATISFACTORY ACADEMIC PROGRESS (SAP)

This form is used to appeal a SAP decision made by the SAP committee. You may use this form when the SAP committee has denied your first appeal or has approved the appeal with specific conditions that you do not agree with. A second appeal will be reviewed by the Dean of Student Affairs. You may re-appeal to the SAP committee for reinstatement in a future term. This form is to be submitted to the Office of Records and Registration (763-576-7740) or sent by email to Registrar@anokatech.edu.

1. Student Information

Student ID#: _____ Name: _____

Email Address: _____ Phone: _____

2. Appeal & Documentation Information

I am appealing my (check all that apply):

- Academic and Financial Aid Suspension at Anoka Technical College
- Financial Aid Suspension only at Anoka Technical College
- Suspension from previous MnSCU college or university

I am appealing to return: Fall Spring Summer Year: _____

I am appealing based on (check all that apply):

Documentation required and attached:

- | | |
|---|--|
| <input type="checkbox"/> Personal physical or mental health issue..... | Health provider statement on official letterhead |
| <input type="checkbox"/> Death of family member..... | Death certificate or obituary |
| <input type="checkbox"/> Military call up for active duty..... | Copy of military orders |
| <input type="checkbox"/> Personal/family crisis..... | Court or legal document |
| <input type="checkbox"/> Personal disability issue..... | Documentation verified by Disability Services |
| <input type="checkbox"/> Natural disaster..... | Insurance claim |
| <input type="checkbox"/> Recent academic success at Anoka Tech..... | Academic record/transcript |
| <input type="checkbox"/> Recent academic success at another college/university..... | Academic record/transcript(s) |
| <input type="checkbox"/> Other: _____ | _____ |
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3. Typed-written Statement

- I have completed a new typed statement that includes:
- Description of why I do not agree with the SAP committee decision
 - Any additional information not previously mentioned in first appeal
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Student Signature (required): _____ Date: _____

Submit to: The Office of Records and Registration
 763-576-7740 or Registrar@anokatech.edu

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OFFICE USE ONLY

Approved:

- Registration
- Financial Aid

With the following conditions:

- Limited credit load of: _____
- Meet with program advisor: _____
- Meet with Counselor (763-576-7860)
- Meet with Enrollment and Success Coach (763-576-7710)

Other: _____

Denied:

- Registration
- Financial Aid

Signature of Dean of Student Affairs: _____ Date: _____