

Shippensburg University
Financial Aid Office

COVID-19 Satisfactory Academic Progress (SAP) Appeal Form

Student: _____ SU ID # _____
Phone # _____

Term of Appeal: ___ Summer 2020 ___ Fall 2020 ___ Spring 2021

The COVID-19 pandemic has presented our students with unprecedented challenges. We understand that the transition of changing from in person instruction to alternative delivery methods can impact a student's ability to succeed in certain classes.

The disruption in course delivery and changes in campus operations are considered a circumstance that could cause you to not make Satisfactory Academic Progress (SAP). Please complete this form if you believe the changes campus operations and/or changes in your course delivery affected your ability to be successful in the Spring 2020 semester.

Section 1

Please indicate the factors that impacted your ability to successfully continue or complete the Spring 2020 semester.

- I was having symptoms or someone in my family was having symptoms of COVID-19.
- I needed to become a caregiver or first responder during the COVID-19 pandemic.
- I was unable to regularly access the internet.
- I did not have access to the technology needed to complete my coursework.
- Remote education is not conducive to my learning style or the class content.
- It was unclear how to proceed in my courses and communication with instructor was inconsistent.
- I was overwhelmed by coursework as a result of COVID-19 pandemic changes.
- I have found it hard to prioritize work/life/school balance complicated by the COVID-19 pandemic.
- I was experiencing significant changes to my work schedule as a result of the COVID-19 pandemic.
- I have been generally overwhelmed by the COVID-19 pandemic.

Section 2

What services/departments have you accessed or what actions have you taken since virtual classes started during the Spring 2020 semester?

- I reached out to my instructor(s).
- I contacted the Learning Center for tutoring options.
- I communicated with an advisor or counselor.
- I connected with specialized support programs (Student Success Center, Office of Accessibility Resources, etc.)
- I spoke with staff in other departments (Financial Aid, Registrar, Dean of Students, etc.)
- I regularly accessed my SHIP e-mail account.
- I checked out the student resources available on the SHIP website during the COVID-19 pandemic.

Section 3

Provide a brief statement explaining how the COVID-19 pandemic affected your coursework in the Spring 2020.

I understand the following:

I have honestly explained the COVID-19 related circumstances. I understand if I knowingly register for a future semester for which the same COVID-19 circumstances remain, I will not be allowed to appeal using this form again or appeal for circumstances related to the COVID-19 pandemic.

Student's Signature _____ **Date** _____

Complete this form and return it to the Financial Aid Office at: FINAID-SAP@SHIP.EDU

All appeal forms are required to be sent from your SHIP e-mail.