



Office of Financial Aid
and Scholarships

Satisfactory Academic Progress Maximum Time Appeal Form

738 S Mason Street, MSC 3519
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finaid_sap@jmu.edu

Introduction:

Federal regulations limit the amount of time students may receive financial aid to complete their program. That said, we understand that many students in this situation are doing well academically and are close to finishing their degree. This appeal gives you the opportunity to describe the circumstances that contributed to your extended enrollment and outline the steps you are taking to successfully complete your program.

2026-27 SAP Appeal Deadlines:

- Summer 2026 – Monday, July 6, 2026
- Fall 2026 – Monday, August 31, 2026
- Spring 2027 – Monday, February 1, 2027

Resources for you:

- SAP policy: <https://www.jmu.edu/financialaid/learn/sap/index.shtml>
- Support Services (available to all students): https://www.jmu.edu/financialaid/_files/sap-infographic.pdf

Tips for a Strong Appeal:

- Be clear, honest, and specific in your explanation
 - Focus on key factors such as major changes, multiple majors/minors, extra transfer credits, personal/family challenges, health issues, or other barriers
- Highlight your academic progress
 - If you're doing well academically, tell us about your accomplishments!
- Provide a realistic graduation plan
- Include supporting documentation, if applicable

What Happens Next:

- You will receive an email from our office when your appeal has been received.
- Complete appeals generally take 1-2 weeks to review depending on volume.
- You will be notified of the decision via email
 - If approved, your aid may be reinstated with conditions designed to help you improve.
 - If denied, financial aid cannot be offered at this time, but many students are able to regain eligibility in a future semester. If you decide to remain enrolled, [payment plans](#) may be available as well as options for a [private loan](#) from a lender not requiring students to meet SAP.

Student Support Statement:

We understand that explaining the circumstances behind your extended enrollment may feel challenging or personal. You may have experienced academic, program-related, or life factors that are not always easy to put into words. Please know that you are not required to share more than you are comfortable disclosing.

If you are unsure how to approach your appeal or need help organizing your thoughts, our office is here to support you. We can help you understand what information to include, discuss your situation, and explore ways to present your path to degree completion clearly and effectively.

Our goal is to make this process as approachable and supportive as possible while helping you demonstrate your plan for successfully finishing your program.

Step 3: Your Graduation Plan

| | |
|--|--------|
| Please enter your expected graduation date and the major(s)/minor(s) you intend to complete. | |
| Expected Graduation Date: | |
| Major: | Minor: |
| Major: | Minor: |

Step 4: Supporting Documentation (if applicable)

Let us know what documentation you are providing and if it will be arriving separately.

- Having a letter/email from your advisor confirming that you are on track to graduate and when that will happen would be the ideal supporting documentation to provide.
- If extenuating circumstances led to your extended timeline and/or you also have a GPA or Pace issue, you may need to submit additional documentation related to your situation.

Step 4: Sign and Submit Appeal Form

- Mail, fax, or deliver your completed appeal to our office.
- Email is also acceptable (finaid_sap@jmu.edu) if you are comfortable sharing your information electronically.

I certify that the above statements are an accurate description of my extenuating circumstances.

| | |
|-----------|------------|
| _____ | _____ |
| Name | Student ID |
| _____ | _____ |
| Signature | Date |

| | |
|---|--|
| Office Use Only | |
| Appeal Granted <input type="checkbox"/> | Summer <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Year: _____ Appeal Denied <input type="checkbox"/> |
| Signature: _____ | Date: _____ |
| Comments: | |