

SUMMER 2026 Satisfactory Academic Progress Appeal Policy & Procedure

East Carolina University
Office of Student Financial Aid
2103 Old Cafeteria Complex | Greenville, NC 27858
P: 252.328.6610 | F: 252.328.4347
E: finaid@ecu.edu

The U.S. Department of Education requires that the Office of Student Financial Aid (OSFA) at East Carolina University monitor the Satisfactory Academic Progress (SAP) toward degree completion for all students receiving aid, including but not limited to federal grants, loans, and work-study; private student loans; and state-funded grants.

As of your most recent semester at ECU, you are not meeting one or all of the necessary standards and your financial aid has been suspended. If mitigating circumstances beyond your control **caused or contributed** to your inability to meet the SAP standards, you may appeal the suspension of your financial aid.

The deadline to submit the SAP Appeal for SPRING 2026 is **FRIDAY, JUNE 12, 2026, by 5:00pm**

SAP Appeal Policy

"The standards for financial aid SAP may differ from those required by the University as a whole. The standards for financial aid recipients are: **1) minimum credits earned [80% completion rate]; 2) cumulative grade point average of at least 2.0; 3) maximum timeframe [150% of attempted hours toward degree sought: maximum of 180 attempted hours for undergraduate programs – graduate programs are calculated by program]**. These standards are reviewed at the end of each semester. You may review the [Satisfactory Academic Progress \(SAP\) Policy](#) for greater detail.

SAP Appeal Procedures

1. Complete the SUMMER 2026 Appeal form included in this packet. Failure to complete this form in its entirety will result in a delayed and/or denied appeal.
2. Compose and attach a letter explaining in detail the nature and dates of your mitigating circumstances, how your life circumstances have changed to now support your efforts to achieve SAP, and what you will do differently to ensure academic success if your appeal is granted. Failure to include a letter with your appeal packet will result in denial of your appeal.
3. Attach any documentation that you feel supports your appeal (**e.g., death certificate, obituary, letter(s) from a third party such as a social service agency, police, pastor, physician, psychiatrist, etc.**). Please do not submit the original documents, as we will need to keep all materials you provide.
4. Students who are approaching the maximum timeframe (**150% of attempted hours toward degree sought**) must meet with their academic advisor to obtain and complete an Academic Assessment Form, which should be attached to their appeal.
5. Submit all documents to the Office of Student Financial Aid in person at 2103 Old Cafeteria Complex; via fax to 252-328-4347; or via email to finaid@ecu.edu.
6. The OSFA will review your appeal and notify you of the outcome within **seven to ten business days** from the date your appeal is received in our office.

SUMMER 2026 Satisfactory Academic Progress Appeal Form

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E: finaid@ecu.edu

Name: _____

ECU Banner ID: _____

Student Information: Please select and complete the option(s) that best describes your situation. To view your current SAP Status, you can find that under the “Financial Aid Self-Service” card in [PiratePort](#).

- I am appealing my suspension due to my cumulative GPA of less than 2.00 for Undergraduate; 2.5 for Second Degree and Teaching Certification; or 3.00 for Graduate.
- I am appealing because I failed to meet the required 80% completion rate.
- I am appealing because I have exceeded, or I am approaching the maximum number of credit hours allowed to continue receiving financial aid.

Reinstatement Request Type: Please select and complete the option that best describes the mitigating circumstance that has contributed to your academic difficulty and follow the instructions for that category. **With this form, attach your letter outlining the situation which impacted your academic endeavors and please attach the recommended documentation.**

- Death of an immediate family member (parent, grandparent, sibling, child, spouse, in-law).**
 - Submit a letter explaining in detail your relationship and date of death, (early, mid, late semester); what steps you have taken to support your efforts to achieve SAP; what changes you have made to ensure academic success if your appeal is granted.
 - Attach a photocopy of the appropriate documentation.
- Readmit after University Suspension or under ECU Forgiveness Policy.**
 - Submit a letter explaining in detail the nature and dates of your suspension(s)/voluntary withdrawal, how your life circumstances have changed to now support your efforts to achieve SAP, and what you will do differently to ensure academic success if your appeal is granted.
 - Attach supporting documentation.
- Serious illness or injury to student or immediate family member (parent, grandparent, sibling, child, spouse, in-law).**
 - Submit a letter explaining in detail the nature and dates of the illness or injury, how the circumstances have changed to now support your efforts to achieve SAP, and what you will do differently to ensure academic success if your appeal is granted.
 - Attach supporting documentation from a third party (physician, social worker, psychiatrist, police, pastor, etc.).
- Significant trauma in student’s life that impaired the student’s emotional and/or physical health.**
 - Submit a letter explaining in detail the nature and dates of the significant trauma, how your life circumstances have changed to now support your efforts to achieve SAP, and what you will do differently to ensure academic success if your appeal is granted.
 - Attach a statement from the physician explaining the nature and dates of the illness or injury.
- Maximum Timeframe.**
 - Submit a letter explaining in detail the circumstances that have caused you to not complete your degree within the allotted timeframe, how your life circumstances have changed to now support your efforts in completing the remaining coursework by your estimated date of graduation, and what you will do differently to ensure your academic success if your appeal is granted.
 - Attach a completed Academic Assessment Form obtained from your Academic Advisor.
- Other unexpected circumstance beyond the student’s control.**
 - Submit a letter explaining in detail the nature and dates of the unexpected circumstance(s), how your life circumstances have changed to now support your efforts to achieve SAP, and what you will do differently to ensure academic success if your appeal is granted.
 - Attach supporting documentation.

By submitting this form to the Office of Student Financial Aid (OSFA), I am requesting reinstatement of my financial aid eligibility. I understand that appeal decisions are made on a case-by-case basis and that my appeal may be denied.

Student Signature

Date

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