



FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS
MAXIMUM TIMEFRAME APPEAL FORM

Student Name _____ WITT ID# _____

Email Address _____ Cell Phone _____

Appeal Term (Select One) _____ Summer Term 2022 _____ Fall Semester 2022 _____ Spring Semester 2023

Your signature on this form certifies that you have met with your academic advisor at Wittenberg University regarding your anticipated graduation date listed below.

Student Signature _____ Date _____

Note to Faculty Advisors:

In order to receive federal student aid at Wittenberg University, federal regulations require students meet Satisfactory Academic Progress (SAP) requirements. Students who did not meet the Maximum Timeframe requirement must meet with an academic advisor to map out their anticipated graduation date for their declared major or program, and the academic advisor must sign and complete this SAP Appeal Maximum Timeframe Form.

Detailed explanations of all SAP requirements may be found on the Student Financial Services website:

<https://www.wittenberg.edu/administration/sfs/statement-satisfactory-academic-progress>

Maximum Timeframe (150% Rule)

Students must complete their program of study within 150% of the standard timeframe required to earn their degree. The maximum timeframe is 150% of the number of credit hours needed to complete degree requirements*.

Student Level and/or Degree Program

Undergraduate/Bachelor's Degree Programs

Maximum Number of Total Attempted Credit Hours

189 semester hours

*At 4 classes per semester, twice per year, over four years, that adds up to 32 academic classes with 128 total credit hours.

THIS SECTION MUST BE COMPLETED BY THE ACADEMIC ADVISOR

Student's Degree & Major _____

Anticipated Graduation Date/Term _____

Please check the section that best explains why the student is outside the maximum timeframe:

____ Transfer Hours ____ Changed Majors ____ Second/Additional Degree ____ Other Circumstances

If you have checked other circumstances, please add an explanation here: _____

Advisor Name: _____ Signature _____

Wittenberg Email Address _____ Date _____

Please return this form to the Student Financial Services Office in Recitation Hall.