



# David Geffen School of Medicine

**Financial Aid and Scholarships**  
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## 2020-2021 Satisfactory Academic Progress (SAP) Appeal for Financial Aid Reinstatement

Federal Title IV Financial Aid recipients must maintain Satisfactory Academic Progress (SAP) as regulated by federal guidelines outlined in 34 CFR 668.34. To comply, the David Geffen School of Medicine at UCLA (DGSOM) has adopted a SAP policy that applies to all medical students receiving any form of financial aid. Students who fail to meet SAP requirements become ineligible to receive federal and institutional aid until they are in compliance with these requirements. This DGSOM policy and appeal process can be found at [www.education.medschool.ucla.edu](http://www.education.medschool.ucla.edu).

The Financial Aid and Scholarships Office was notified that at one point during the course of the academic year you were not meeting satisfactory academic progress and therefore your aid eligibility was suspended. In order to regain your financial aid eligibility for the next term, please complete all steps outlined on this form appeal the suspension. Once a decision has been made, you will be notified via email. If your appeal is approved, you will be on "Financial Aid Probation." During probation you will be eligible to receive financial aid and be required to follow your academic plan. At the end of probation, if you are still not making SAP, your financial aid will be suspended again and you may appeal for the second time.

### STEP 1: Student Information

Name: Last \_\_\_\_\_ First \_\_\_\_\_ UID# \_\_\_\_\_

### STEP 2: Enrollment period for which you are appealing:

- Summer term (3rd year only)       Fall semester       Spring semester

### STEP 3: Type a detailed letter of appeal

This letter should include and describe **both** of the following points:

- a) **The reason for not meeting satisfactory academic progress, which may have resulted in an administrative leave of absence** (e.g. medical condition, injury or illness, death of relative, or other circumstance that may have affected your academic performance).
- b) **Plan of action:** Provide an explanation of what has changed in your circumstances and a statement of your plan of corrective action (academic plan) that will now allow you to get back on track with your education and comply with SAP standards.

I certify that all information reported on my appeal is true and accurate. I have also attached the detailed letter of appeal.

### STEP 4: Certification Statement

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date