

**Southwest Virginia Community College**  
**Academic Progress Plan**  
**SAP**  
**Aid Year: \_\_\_\_\_**

Federal regulations require that a student receiving financial aid make satisfactory academic progress in accordance with the standards set by the college and federal government. Students who fail to meet SAP standards can appeal the financial aid suspension. Please complete the enclosed appeal form and student statement. When completed, you will need to make an appointment with your Academic Counselor for counseling and to create an individual Academic Progress Plan.

**Student** \_\_\_\_\_

**EMPL ID#** \_\_\_\_\_

**Major** \_\_\_\_\_

VCCS Satisfactory Academic Progress Policy states that students on probation must meet the requirements of the VCCS SAP Policy **OR** the requirements of the Academic Progress Plan approved by the SWCC Financial Aid Office.

_____ 150% Financial Aid will only pay for classes required to graduate.
_____ 67% Has not completed at least 67% of enrolled courses.
_____ GPA Does not meet required 2.0 GPA.

**SAP Requirements:** (Process for an appeal)

- 1) Students must take this form and meet with their Academic Counselor who will provide a listing of classes needed to graduate. (Counselors are located in the Student Success Center in Buchanan Hall)
- 2) Student returns information to Financial Aid Advisor, Diane Jackson, who determines if student is placed on probation with an approved Academic Progress Plan.

\_\_\_\_\_  
SWCC Academic Counselor

\_\_\_\_\_  
Financial Aid Advisor

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date