

**2020-2021 FINANCIAL AID SAP ACADEMIC PLAN
 for SATISFACTORY ACADEMIC PROGRESS “150% RULE” VIOLATORS**

Since you have attempted more than 150% of the credit hours required for your current program of study, in order to have a Satisfactory Academic Progress (SAP) Suspension Appeal considered for the 2020-2021 award year, you must meet with a Henry Ford College (HFC) Counselor, Success Navigator, Advisor, Associate Dean, or Faculty Department Head to complete the SAP Academic Plan. This is required to ensure that you take only classes which are applicable to your current program of study and which will assist you in attaining your educational goal in the most concise way possible. This form must be completed and signed by an appropriate HFC official and then also signed by you, the student. You are expected to know and understand the following:

- Only classes that are required for your HFC Program of Study should be listed on this Academic Plan.
- Only classes that are required for your HFC Program of Study are eligible for financial aid. Credits for classes that are not required for your program will not be included when determining financial aid eligibility.
- For all required classes in which you enroll, you must remain enrolled and achieve a passing grade, without dropping any of the classes, or you will no longer be eligible to receive financial aid funding at HFC.
- Should any change be needed due to changes in degree requirements or a change in electives, a revised Academic Plan must be submitted in order to be considered for financial aid.
- If it will take longer than one award year to complete your current program of study, a new SAP Academic Plan will need to be submitted to the HFC Office of Financial Aid prior to enrolling in the 2021-2022 award year.

Submit this form along with all other required documentation by paper-clipping all items together and returning them to any drop box on the HFC campus or by mail or fax to the address and fax number listed above. Appeals must be submitted by the appropriate semester deadline.

Submission of this document does not guarantee approval of your SAP Appeal for the 2020-2021 award year.

Student Name (printed): _____ Student ID #: _____

Program of Study (*only one Program of Study can be declared for purposes of this appeal*): _____

All classes that are REQUIRED for your HFC declared Program of Study, and are still needed to complete the certificate/degree requirements, should be listed below. Courses that are supplemental to the Program of Study, but are not required to complete the certificate/degree, should not be listed and, if enrolled in, will not be included when determining the student’s financial aid eligibility.

Course Name & Number	Course Name & Number	Course Name & Number

My signature below acknowledges my understanding that if my Financial Aid SAP Appeal is approved, I must successfully complete all required classes in which I enroll. I also acknowledge if I register for any classes not included on this academic plan, those credits will not be included when determining financial aid eligibility and I will be responsible to pay the tuition and fees associated with those classes. Failure to successfully complete any required classes indicated will result in the termination of my continued financial aid eligibility and I will no longer be eligible to receive financial aid funding at HFC.

Student Signature: _____ Date: _____

As the HFC Official approving this document, I certify the classes listed on this document are REQUIRED in order for the student to complete their Program of Study.

HFC Official: Please print and attach copy of EVAL that shows each class listed above as both incomplete and required.

HFC Official Printed Name: _____ HFC Official Signature: _____