Paul D. Camp Community College
Financial Aid Office
Franklin Campus ▪ 100 N College Dr ▪ Franklin, VA 23851
Hobbs Suffolk Campus ▪ 271 Kenyon Rd ▪ Suffolk, VA 23439

Level 2 Satisfactory Academic Progress (SAP) Appeal Form

Name_____ EMPLID#_____XXX (First 4 digits only)

College email address: _____@email.vccs.edu Phone: _____

Indicate the semester and year for which you are appealing: ☐ Fall 2025 ☐ Spring 2026 ☐ Summer 2026

POLICY: Federal regulations require that a student receiving federal financial aid make satisfactory academic progress in accordance with the standards set by the College and the federal government. These limitations include all terms of enrollment, whether or not aid was awarded or received. Satisfactory Academic Progress (SAP) standards also apply to state aid.

Level 2 Appeal Eligibility: If the appeal of financial aid suspension is denied, the student may appeal to the Financial Aid Coordinator at a second level of appeal. Dissatisfaction or disagreement with the initial decision will not be justification, in and of itself, for further review. Additional supporting documentation is required for consideration at this second level. If denied at this level, the student's only other options are to pay his/her own way until meeting SAP here, secure alternate funding, or attend another college. Appeals and supporting documents must be received no later than Tuesday of the first week of class for which you are enrolled.

Re-Appeal Support: Check all the reasons that apply:

1. ☐Additional Reason
2. ☐Additional Documentation
3. ☐Grade Change
4. ☐New Advisor/Changed Program
5. ☐Other, describe _____

Please provide a statement below and attach supporting documentation:

_____

_____

By signing below, I affirm that I understand that decisions on appeals are processed on a case-by-case basis. I have read Camp's SAP policy and understand why I am not making satisfactory academic progress. I understand that appeals turned in late or without supporting documents will be denied. If approved, I will follow the terms listed on my Student Success Plan and Probationary Contract.

Signed: _____ Date submitted: _____

Submit your appeal from your college email to finaid@pdc.edu.