Financial Aid/Scholarships Office
One University Circle • Turlock, CA 95382
Telephone (209) 667-3335 * Fax# (209) 664-7064
http://www.csustan.edu/financialaid

Name: __________________________________________

CSUS, ID# ______________________

http://www.csustan.edu/financialaid

Student’s Phone # ____________________________

Date: ____________________________

2012/2013 Academic Year

Check the box that applies to your situation below:

☐ Satisfactory Academic Progress – Pace of Progression and/or GPA

1) Instructions: A TYPED one page statement that offers a thorough explanation of:
   a. The serious and compelling circumstances that occurred during any semester in which you did not meet the standards for Satisfactory Academic progress, including prior years.
   b. What your responsibility for these events has been.
   c. How your circumstances have changed so your failure of the situation will not occur again.
   d. The steps you have taken to ensure you will make Satisfactory Academic Progress in the future.
   e. Demonstrated academic achievement following the resolution of the circumstances.

2) Written documentation or evidence that supports the reason(s) given in your statement. This might include a letter from your doctor, court documents, death certificates or copies of University documents such as approved requests for incompletes or withdrawals accompanied by posted grade changes on transcripts, etc. Financial hardship must be documented by bank statements, layoff notices, foreclosure notices, court documents, or other relevant legal documents. Please attach photocopies. Original documents will not be returned.

   Attached Documentation (check all that apply)
   ☐ Death Certificate ☐ Counselor Statement ☐ Court Documents
   ☐ Medical Statement ☐ Academic Advisor Statement ☐ Other _____________
   ☐ Police Report ☐ EOP/Recommendation

☐ Maximum Unit Limitation

1) Instructions: A TYPED one page statement that offers a thorough explanation of:
   a. The serious and compelling circumstances that occurred during any semester in which you did not meet the standards for Satisfactory Academic progress, including prior years.
   b. What your responsibility for these events has been.
   c. How your circumstances have changed so your failure of the situation will not occur again.
   d. The steps you have taken to ensure you will make Satisfactory Academic Progress in the future.
   e. Demonstrated academic achievement following the resolution of the circumstances.

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3) Identify the specific coursework remaining and provide an anticipated program completion date. If you have already applied for graduation, provide a copy of your graduation evaluation form.
   a. Obtain and attach a written statement from your major/program advisor, which verifies all of your coursework at CSU, Stanislaus has been required for your program and that it was not possible to complete the program within your current unit total. We reserve the right to request a Graduation Evaluation Form.

6/11/2012