

2019-2020
Moody Bible Institute
Financial Aid
Satisfactory Academic Progress Appeal Request
Email: financialaid@moody.edu
Fax: 312-329-4274

Student's Name: _____ ID #: _____

Federal regulations require that colleges and universities monitor the academic progress of each applicant for financial assistance and certify that the applicant is making satisfactory academic progress toward earning his or her degree. Evaluation of each applicant's progress is completed at the end of each spring semester before financial aid funds are awarded and disbursed for any future term.

Moody Bible Institute's Satisfactory Academic Progress Policy can be found on the MBI website at www.moody.edu/financial-aid/sap Students who are not meeting these published standards will not be eligible to receive any financial aid.

You have the right to appeal any decision of ineligibility for financial aid based on academic performance. Your appeal must be made in writing to the Satisfactory Academic Progress Appeals Committee and submitted to the Office of Financial Aid. Please note that an appeal based on your need for assistance or your lack of knowledge of the academic progress requirements to remain in good standing is not a valid justification for an appeal and will not be approved. An appeal should be based on some unusual situation or condition that prevented you from passing a sufficient number of courses attempted or maintaining the required GPA. Examples of extenuating circumstances are personal or family illness, or death of a relative.

If you wish to appeal, please follow the instructions below:

Complete this form and attach the following documentation by:

July 5 (Fall)	Note: If you miss the fall deadline and you are attending the fall semester you risk losing your financial aid for the entire aid year.
December 6 (Spring only students)	Note: This is only for students who did not attend Moody Bible Institute in the fall.
May 1 (Summer only students)	Note: This is only for students who did not attend Moody Bible Institute in the fall or spring.

- 1. Letter of explanation for requesting an appeal:** You must provide a signed letter of explanation detailing the issues that affected your studies and successful completion of the courses attempted, and how these issues have been resolved.

- 2. Required supporting documentation:**
 - If you or your immediate family member experienced a serious injury or illness, please attach a statement from your physician.
 - If you experienced the death of an immediate family member, please attach statement from physician or other suitable documentation of this unfortunate situation.

The Satisfactory Academic Progress Committee will review your appeal and all supporting documentation. You will receive a notification that you have either been approved, approved with an academic plan, or that your request has been denied with any additional steps required.

STUDENT CERTIFICATION: I certify that I have read Moody Bible Institute's Satisfactory Academic Progress Policy guidelines applicable to my academic standing:

Student Signature

Date

Submit this form by mail, email or fax to the Office of Financial Aid:

Mail	Moody Bible Institute 820 N. LaSalle Blvd Chicago, IL 60610
Email	financialaid@moody.edu
Fax	312-329-4274

As a dependent student, if I wish to give my permission to the Moody Bible Institute Office of Financial Aid to share information regarding my federal satisfactory academic progress appeal with my parent/guardian, I will sign and list the authorized parent(s)/legal guardian(s) below.

Student Signature

Date

Parent/Guardian Name

Parent/Guardian Name

SAP