



Veteran Educational Benefits Satisfactory Academic Progress Appeal Form Instructions and Policy

Those students receiving benefits must follow the VA academic progress policy to continue to receive benefits.

Credit Hours for Which Grade Points are Computed at Resident Maricopa Community College (A, B, C, D, F, and Y)	Minimum Grade Point Average Required
12-15	1.60
16-30	1.75
31-45	1.90
46 +	2.00

Department of Veterans Affairs regulations require that all persons using any type of veteran educational assistance program be making satisfactory academic progress toward achievement of their educational objective (program of study). A student who does not meet the minimum standards (see above) will be placed on probation for a maximum of two (2) consecutive semesters. At this point, if satisfactory academic progress has not been demonstrated, veteran educational benefits will be terminated. Benefits may be resumed when the student raises the cumulative grade point average to the required minimum standards or demonstrates the ability to meet these standards through the approval of a written appeal.

Instructions

1. Submit the Veterans Educational Benefits Satisfactory Academic Progress Appeal Form prior to the due date of the tuition and fees for the semester. Approval of your appeal is **not a guarantee**.
2. Your tuition and fees are your responsibility because your veteran's education benefits are suspended. Make payment arrangements to avoid class cancellations. Extension for tuition due dates are not available during this process.
3. Complete the form in its entirety, including signatures.
4. Submit all required paperwork with your appeal request form, including any supporting documentation.

Terms

- The Veterans Educational Benefits Appeal decision is final.
- A student that is not granted reinstatement of Veterans Educational Benefits is responsible for all tuition and fees.

Regaining Eligibility

- A student who has lost Veterans Educational Benefits eligibility may only regain eligibility by meeting the minimum SAP requirements as outlined above. Course work taken at other colleges will not be considered for reinstatement purposes.

Tutoring is available

Every Maricopa Community College provides free learning support services, including tutoring, to their students. There are experienced tutors, in almost every subject, ready to assist you with course materials, critical thinking skills, and mastery of concepts. **Do not wait until you are falling behind!** Familiarize yourself with tutoring and learning facilities at the start of your academic career and use them for additional support throughout your time as a student. Whether it is a learning resource center, the learning enhancement center, a student services center, the student success center, the learning center or a facility by some other name, seek out help to reach your goals. **We are here to ensure your success!**

VA GI Bill Tutorial Assistance http://www.benefits.va.gov/gibill/tutorial_assistance.asp

This is a supplement to your regular education benefit. Tutorial assistance is available if you are receiving VA educational assistance at the half-time or greater rate and have a deficiency in a subject, making tutoring necessary.

- Available Benefit
 - The monthly rate of tutorial assistance may not exceed the cost of tutoring or \$100. The maximum amount payable is \$1,200.
 - There is no entitlement charge for the first \$600 under the Montgomery GI Bill.
 - There is no entitlement charge under the Post-9/11 GI Bill or DEA
- Apply
 - The student, tutor, and certifying official must complete VA Form 22-1990t, Application and Enrollment Certification for Individualized Tutorial Assistance. The application may be submitted at the end of each month or combination of months. The application must be signed and dated on or after the date of the last tutoring session certified.



Veteran Educational Benefits Satisfactory Academic Progress Appeal Form

Applicant Information	Student ID # _____
Social Security # ____ - ____ - ____	VA File # (If Applicable) _____
First Name: _____	M.I.: _____ Last Name: _____

Semester Information
Requesting Certification for: Spring Summer Fall Year 20 ____
Current Cumulative GPA: _____

According to VA academic progress policy guidelines, you are on suspension from using your veteran educational benefits. You may appeal by completing and returning this form to the Veterans Center. **Failure to submit documentation to support your appeal may result in denial.**
 _____ Initial

**Explain why you did not complete (with passing grades) all of your attempted coursework (include dates).
 Continue on separate sheet of paper if necessary.**

Describe in detail the extenuating circumstances that prevented you from complying with the SAP policy. You must address ALL courses that contributed to your being placed on probation: Documentation is attached (medical claims, police reports, etc.)

Course Subject <small>(Example ENG 101)</small>	# of Credits <small>(3 cr)</small>	Semester <small>(Spring 2014)</small>	Grade <small>(F)</small>

Explanation: _____

Please explain how the circumstances that contributed to your being placed on suspension have been resolved. Include steps taken to ensure your successful academic progress in the future:

Explanation: _____

_____ Student Signature	_____ Date	_____ College Official Name / Title	_____ Signature	_____ Date
THIS SECTION – OFFICE USE ONLY				
Approved				
Denied				
_____ School Certifying Official Signature			_____ Date	