

SUNY Delhi Student ID							
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STEP 2: SUPPORTING DOCUMENTATION – Attach relevant documentation that supports your statement above. Some examples are:

- Copy of your hospital/urgent care/physician statement or other relevant documentation
- Death certificate, funeral notice, or obituary
- Court or other legal documents
- Signed statement from an unbiased, third-party professional (not a friend or family member) that can verify your claim and the timeframe listed in your statement. Examples of an unbiased third-party professional are a Professor, Counselor, Coach, Doctor, Church Leader, Residence Hall Director (RD), a member from Health & Counseling etc.

SAP Waiver Example:

Allison broke her leg in the middle of the fall semester. She missed 2 weeks of classes in September and fell behind academically which resulted in her not passing Satisfactory Academic Progress (SAP) for financial aid. Allison submitted her SAP appeal to Student Financial Services with:

- Her detailed personal statement explaining what happened (broke her leg and missed two weeks of classes) and how she will succeed academically (she attended therapy sessions and was released back to school full-time).
- An attached note from her doctor stating she broke her leg in September (fall semester) and was cleared to return to classes. The timeframe on the doctor’s note matched the information provided in her statement.

For more information on our Federal Satisfactory Academic Progress (SAP) and the NYS Good Academic Standing (GAS) policies, visit our Important Policies webpage at: www.delhi.edu/admission/financial-aid/policies. Here you will find the progress charts that list the credit and GPA requirements.

STEP 3: SIGN

I understand that I am applying for a waiver of academic progress. **I understand that the Financial Aid Office has the right to request additional documentation.** I also confirm that the information given is true and accurate. I understand that giving misinformation could lead to my waiver being denied. I additionally understand that certain financial aid waivers for NYS aid can only be used one time at any school. **Electronic signatures are NOT acceptable.**

Student Name Printed

Student Signature

Date

STEP 4: SUBMIT

Submit this waiver form and all supporting documentation to Student Financial Services located in Bush Hall 157. Documents may be uploaded using our secure upload link at www.delhi.edu/finaid-upload.