

UW Flexible Option SAP Plan

Individuals not meeting standards for Satisfactory Academic Progress will have an opportunity to appeal their denial of financial aid based extenuating circumstances and the development of a **SAP Plan**.

SAP is calculated based on the following three (3) standard measurements:

1. **Pace (67% Rule)** requires that students demonstrate progress toward a degree by completing at least 66.67% of all credits attempted (see [SAP Pace Chart](#)).
2. **Maximum Timeframe (150% Rule)** requires that students achieve their degree at Pace, taking no longer than 150% of the published timeframe to complete the program (see [SAP Maximum Timeframe Polices by Program](#)).
3. **Grade Point Average (GPA)** standards are determined by the college or university by which a student is enrolled (see [SAP GPA standards by Program/Institution](#)). Use the GPA calculator for assistance with calculating GPA.

If the above standards are not met, the student must develop a **SAP Plan** in consultation with his/her Success Coach. The SAP Plan should identify courses to be taken within a specified time period that allows the student to maintain SAP.

- The student will follow the SAP Plan for each specified subscription period until the student achieves Pace and GPA to maintain aid eligibility or graduates from the program.
- If the criteria outlined on the SAP Plan is not met by the end of the payment period, the student becomes ineligible for Financial Aid.

SAP Planning Instructions for Student

- (1) Make an appointment with your Success Coach after you have received notification from the SAP Appeal Committee of your appeal status.
- (2) During the meeting with your Success Coach, use the tables below to identify an appropriate set of competencies to take that will allow you to maintain SAP.
- (3) Remember to discuss other relevant factors that affect your ability to maintain SAP (for example, hours you can devote to studying, need for tutoring, taking fewer credits, balancing obligations, etc.).

SAP Planning Instructions for Success Coaches

To assist with evaluating student's ability to achieve Satisfactory Academic Progress (SAP) for reinstating financial aid eligibility, please review the information provided by the student and consult with the student to develop a SAP Plan to return to eligibility.

You are NOT evaluating the student's financial need, nor verifying the accuracy of the extenuating circumstances. An authorized official within the UW Flexible Option Financial Aid Office will complete the final review of the plan and the SAP appeal request.

UW Flexible Option SAP Plan

Student Name	Student ID#
Date of Plan	SC:

Subscription Period (SP) – Month/Year			
Course			Credits
1.			
2.			
	Start of SP	Estimate End of SP	Notes
Pace			
GPA			

Subscription Period (SP) – Month/Year			
Course			Credits
1.			
2.			
	Start of SP	Estimate End of SP	Notes
Pace			
GPA			

Subscription Period (SP) – Month/Year			
Course			Credits
1.			
2.			
	Start of SP	Estimate End of SP	Notes
Pace			
GPA			

Subscription Period (SP) – Month/Year			
Course			Credits
1.			
2.			
	Start of SP	Estimate End of SP	Notes
Pace			
GPA			

Signature _____

Date _____

Return forms to: financialaid@uwex.edu *or mail to:* UW Flexible Option Financial Aid Office
780 Regent Street
Madison, WI 53715

Within 1-2 weeks of receiving your appeal, the UW Flexible Option
Financial Aid Office will notify you via email on whether your appeal was
approved or denied.