

**SATISFACTORY ACADEMIC PROGRESS (SAP) PETITION
- EXCESSIVE UNITS -**

_____	_____	_____	_____
Last Name	First	MI	SSU ID
_____			_____
Street Address			Telephone
_____			_____
City	State	ZIP	Expected Graduation Date

Filing Instructions:

Complete Sections I and II below and file the petition form with the Financial Aid Office. Attach additional forms as noted below.
IMPORTANT NOTE: Petitions will not be reviewed until ALL required documents have been received. If your petition is approved, eligibility for financial aid and available funding are determined at the time of reinstatement. Typically, funding is limited to loans and the Pell Grant (undergraduates only).

SECTION I The following documentation is required in order for your Excessive Unit petition to be reviewed by the Financial Aid Office:

Bachelor Degree candidates (Including Seniors and 2nd Bachelor's Degrees)

Bachelor Degree candidates must submit an approved Major/Minor Requirements form available from Admissions and Records.

NOTE: Before a final determination can be made, you may be required to meet with a Financial Aid Representative and provide clarification of your plans to complete any unmet requirements.

Credential candidates

Credential students must submit a list of the coursework required to complete credential (include course name, course number and number of units), **signed by their department chairperson.**

Master Degree candidates

Master Degree candidates must complete the "Requirements for Graduate Degree." This form can be downloaded from our website, www.sonoma.edu/finaid, at the Satisfactory Academic Progress forms page under Downloadables.

SECTION II Attach a detailed explanation as to the circumstances that have resulted in the current excessive unit situation (e.g. changed major, transferred units that were not accepted toward current degree objective, changed catalog years, pursuing a double major, pursuing a minor, pursuing TESL Program, pursuing a CLAD credential, etc.)

Student Signature _____

Date _____

=====FOR OFFICE USE ONLY=====

Approved Denied: _____

Pack Group revised and aid adjusted as appropriate

Reviewed By: _____

Date: _____