



Virginia State University Undergraduate Academic Plan Student Agreement for Financial Aid Recipients

Federal regulations require students to maintain Satisfactory Academic Progress (SAP) in three areas: (1) Cumulative GPA, (2) Hours Earned, and (3) Maximum Time Limit to be eligible for financial aid.

In order to maintain eligibility for financial aid from Federal, State and Institutional programs at Virginia State University, a student must continue to make reasonable satisfactory academic progress toward completion of their degree program of study.

Classes that are withdrawn from with a grade of "W" or an "I" for Incomplete may affect the student's Satisfactory Academic Progress.

I agree to use the strategies that will be mapped in my Academic Plan. I understand that if I do not earn the required semester GPA and have not successfully passed the required semester hours as stipulated by the Office of Student Financial Aid (Satisfactory Academic Progress Policy), I will be placed on Financial Aid Cancellation.

Students submitting an Appeal Letter for consideration of reinstatement of their financial aid must do the following:

- 1) Submit Appeal Form and Letter (typed)**
- 2) Submit Academic Plan (typed)**
- 3) It is the responsibility of the student to check the accuracy of his/her transcript; if there is a discrepancy please contact your professor. When the discrepancy is resolved, please notify the Financial Aid Office.**

Please submit your SAP Appeal and Academic Plan to:

SAP Committee

Location: Gandy Hall- 1st Floor - Room 112

Address: P.O. Box 9031 Petersburg, VA 23806

Office Phone Number #: (800) 823-7214

Fax Number #: (804) 524-6818

Email: sap@vsu.edu

I understand that by signing this plan, I am agreeing to the conditions specified below to maintain my financial aid eligibility:

- I will maintain a minimum 2.0 GPA for each term
- I understand that course grades of "I" will not be counted
- I understand that I must complete/pass all classes attempted
- I understand that I cannot withdraw from any classes after the drop/add deadline
- **I understand that I must meet with the Academic Center for Excellence (ACE) during the semester to maintain financial aid eligibility.**
- **Failure to meet any of the above will result in aid cancellation and is not appealable.**

Student Signature _____ Date _____ V# _____

V# _____

Personal Assessment

(Form must be typed)

It is helpful to reflect on your personal situation as you begin to develop a clear plan for academic success at Virginia State University. Please state any circumstances that are preventing you from performing academically.

My Study Habits

Generally I study: _____ (hours) a day. Generally I study: _____ (hours) per week.

In the future I plan to study: _____ (hours) a day and _____ (hours) per week.

What do you do when you study?

In what setting are you most productive studying? (i.e.: locations, lighting, desk, etc.)

Members of my support network that are available to assist me in becoming a successful student at Virginia State University are? (i.e., family, friends, classmates, etc.)

What has been your best experience as a student at Virginia State University? Why?

Academic History

Think about the courses you have taken. Which of those did you really enjoy? In which courses did you do well? In which ones could you have improved? What factors contributed to your success, enjoyment or performance? Use this worksheet to highlight three of the courses in each category, print your unofficial transcripts to help you with this section.

| Courses In Which I Performed Well or Enjoyed the Most | | |
|--|--|--|
| Course/Grade | Factors that contributed to my Success | Strategies I used in this course that I should use again |
| | | |
| | | |
| | | |

| Courses In which I could have Improved | | |
|---|---|--|
| Course/Grade | Factors that contributed to the low grade | What I could have done to improve my grade |
| | | |
| | | |
| | | |

It is strongly recommended that you meet with your Advisor and the Professors of the classes that you are not maintaining satisfactory academic progress.

V# _____

My Goals for Academic Success

Examine the courses that you plan to take next semester and complete this chart.

| Course | Specific study skills I need for this class | Resources on Campus |
|--------|---|---------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

| GPA PROJECTION | |
|--|--|
| My cumulative GPA at Virginia State University as of today | |
| My projected GPA and credit hours earned for next semester | |

Please note: to improve GPA, student must earn at least a 2.00 GPA and pass a minimum of 12 credit hours as a full-time student.

I agree to meet with the Academic Center for Excellence (ACE) and complete my mandatory SAP Action Plan for Success. I understand that if I choose not to fulfill this contract, I will greatly reduce my chances of success.

The new Academic Center for Excellence (ACE) is located on the 2nd Floor of Johnston Memorial Library. You may contact them at (804) 524-6755 or ace@vsu.edu .

| | |
|--------------------------------|-------------------|
| <hr/> Student Signature | <hr/> Date |
|--------------------------------|-------------------|