



Financial Aid 101 Williston Hall finaid@wit.edu

Academic Advisor Form

All sections of this appeal must be completed and signed by the student and an academic advisor.

You are appealing because you are a student in a degree program who has not completed at least 66.67% of all courses attempted and/or has not maintained a semester or cumulative gpa of 2.0 for sophomore, junior or senior; a freshman student who failed to maintain a 1.75 semester and/or cumulative GPA or a graduate student who failed to maintain a 3.0 Cumulative GPA.

Student Name: _____ *WID:* _____

Academic Major: _____ *Advisor Name:* _____

Academic Plan of Action

Students should complete this section **prior** to meeting with their academic advisor or School Associate Dean.

In preparation for your meeting with an advisor, please reflect on and respond to the questions below:

What are your strengths as a student?

What factors have led to your academic struggles?

When you encountered academic difficulties, what steps did you take?

What resources and specific actions will you utilize to support your success?

THIS SECTION TO BE COMPLETED BY ADVISOR

Dear Academic Advisor, this student is currently not eligible for financial aid. We are requesting your assistance in assessing the student's academic record. In consultation with the student, please develop an Academic Plan for the next two semesters. Be as specific as possible and include any required or restricted courses and any restrictions on full-time enrollment. Once you have completed and both signed this form, please email it to finaid@wit.edu.

ACADEMIC PLAN for Academic Semester:	Academic Year:
(1) If the student was admitted to WIT as a transfer, how many of the transfer hours were applied to the degree that the student is working towards? _____ (2) Remaining credit hours needed to complete degree program requirements (including current term): _____ (3) Current Cumulative GPA: _____ (4) Timeframe for degree completion (expected graduation): _____	
Comments/Recommendations (attach additional sheets if necessary): 	

Please list the recommended courses that would allow the student to successfully get back on track to graduate from the current program and the student should enroll in and successfully complete for the next two semesters.

Is the student planning to change their major? _____ New Major _____

This plan is for: CURRENT MAJOR NEW MAJOR

Semester 1 Courses	Semester 2 Courses

Please note that an appeal does not guarantee the reinstatement of your financial aid. You are responsible for paying your tuition and fees by the payment deadlines. Incomplete appeals will not be reviewed. Your Merit Scholarships may also be reviewed in this process.

Student Signature

Date

Advisor Signature/name

Date