Federal regulations allow for certain cases in which the school may waive the standards for satisfactory academic progress. Specifically, if a student fails to be in compliance with one or more areas of satisfactory academic progress due to events beyond the student’s control, such as extended illness, serious illness or death in the immediate family, or other significant trauma, and if such mitigating circumstances can be appropriately documented for the specific term(s) in which the deficiency occurred.

Appeals must be made in writing to the Financial Aid Office using the King Financial Aid Satisfactory Academic Progress Appeal Form, and the student should also submit any available supporting documentation. A student’s formal appeal letter should be well presented with attention to spelling and grammar, and it should outline the extenuating circumstances that contributed to the student’s inability to meet SAP standards and what has changed that will allow the student to meet SAP at the next evaluation.

The maximum number of appeals a student may submit is two (2).