



Academic Program Evaluation
Max Time Frame Appeal
STUDENT FINANCIAL AID OFFICE

2025-2026 Academic Year
Fall 2025 Spring 2026 Summer 2026 (circle one)

Student's Full Name _____ ID Number _____ Phone number _____

A review of your file indicates you have failed to meet the maximum time frame standard (Attempted over 93 semester hours). Please follow the instructions below so that processing of your financial aid can continue.

- 1) Complete the Academic Program Evaluation form
- 2) List the courses you intend on enrolling in for term indicated above.

Course Name	Number	Section	Credit Hrs	SWTX Degree	Transfer Degree	Remediation Required

3) Provide a clear written statement describing the circumstances that took place in previous semesters that may have impacted your ability to meet the current SFA Standards of Academic Progress. Documentation supporting the extenuating circumstances **must** be included and available for review, otherwise, your appeal will be denied. (Examples: copy of medical records, death certificate, divorce decree).

4) **STUDENT CONFIRMATION:**
I understand and agree with the certification. I agree to notify the Student Financial Aid Office at SWTX **immediately** of any changes to the above plan or if I withdraw or stop attending any of the classes listed. I also certify that the information I am submitting to the Student Financial Aid Office is true and accurate to the best of my knowledge.

Student's Signature _____ Date _____

5) Upload your Appeal through your Self-Service account. Incomplete paperwork will not be presented to the Appeals Committee for review. Self Service - <https://bit.ly/41mmCAE>

STUDENT SUCCESS COACH CERTIFICATION

I certify the courses listed are required for this student's SWTX degree/certificate. **Attached is the degree plan.**

Student Success Coach Signature _____ Date _____

Fall 2025 Appeal Dates Due as follows:

- July 18th, 2025 at Noon
- July 25th, 2025 at Noon
- August 1st, 2025 at Noon
- August 8th, 2025 at Noon
- August 15th, 2025 at Noon
- August 22nd, 2025 at Noon

Spring 2026 Appeal Dates Due as follows:

- January 2nd, 2026 at Noon
- January 9th, 2026 at Noon
- January 16th, 2026 at Noon
- January 23rd, 2026 at Noon

Summer I 2026 Appeal Dates Due Follows:

- June 19th, 2026 at Noon
- June 26th, 2026 at Noon

FA OFFICE U ONLY:

Approved Rejected

Approved Rejected

Approved Rejected

Signature

Signature

Signature