



## Hartnell College FALL 2019 SAP APPEALS PROCESS

1. Complete the SAP Quiz online at: <https://www.hartnell.edu/students/fa/sap-satisfactory-academic-progress.html>
2. Check your Hartnell gmail account for quiz results which will be sent to you within 3 working days after you take the SAP quiz.
3. If you passed the quiz, you will need to sign up for an in-person SAP Workshop by calling (831) 755-6806 or stop by the Financial Aid Office to schedule an appointment. Below are the SAP Workshop Dates.  
(If you did not pass the SAP Quiz, you will be instructed to re-take the quiz.)
4. At the SAP Workshop, you will be given your SAP Appeals form to complete along with other important SAP information.
5. After completion of the SAP Workshop, you will be instructed to make an appointment with a counselor to develop strategies for success considering individual student needs and for a comprehensive educational plan.
6. After meeting with your counselor, you will need to submit the completed SAP Appeals form, support documentation, and a copy of your educational plan by the established due dates which are shown below.

SAP Workshop Dates *	<u>Deadline</u> to Sign Up for SAP Workshop	FA Appeals Submission Deadline	Committee Meeting Dates
<b>ROOM: B-110</b>			
Mon. August 19 3:00-4:15 PM or 4:30-5:45 PM	Fri. August 16 1:00 PM	Tues. August 27 by 6:00 PM	Thurs. September 5, 2019
Mon. September 9 3:00-4:15 PM or 4:30-5:45 PM	Fri. September 6 1:00 PM	Tues. September 17 by 6:00 PM  <b>*Mid-term progress Report Due along with Appeal Packet</b>	Thurs. September 26, 2019
Mon. September 23 3:00- 4:15 PM or 4:30-5:45 PM	Fri. September 20 1:00 PM	Tues. October 1 by 6:00 PM  <b>*Mid-term progress Report Due along with Appeal Packet</b>	Thurs. October 10, 2019
Mon. October 7 3:00-4:15 PM or 4:30-5:45 PM	Fri. October 4 1:00 PM	Tues. October 15 by 6:00 PM  <b>*Mid-term progress Report Due along with Appeal Packet</b>	Thurs. October 24, 2019
Mon. October 21th 3:00-4:15 PM or 4:30-5:45 PM	Fri. October 18 1:00 PM	Tues. October 29 By 6:00 PM  <b>*Mid-term progress Report Due along with Appeal Packet</b>	Thurs. November 7, 2019

The last Day to Submit a Fall 2019 Financial Aid Appeals form  
is **Tuesday, October 29, 2019.**