



## SECTION E: REASON UNABLE TO COMPLETE DEGREE

Explain in detail why you were not able to complete your degree within the allocated number of credits and/or why you are seeking a different degree/certificate. Attach additional pages if needed.

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By signing below, I understand that I am responsible for achieving my own educational goals. I will notify the WVC Financial Aid office as soon as possible if my educational goals change.

***\*I understand that a digital/electronically typed signature has the same legal effect, and can be enforced in the same way, as a handwritten signature. \****

Student Signature:	Date:
Advisor's Name and Signature:	Date:

## SATISFACTORY ACADEMIC PROGRESS POLICY

Federal law and regulations require colleges to have policies in place to measure Satisfactory Academic Progress (SAP) that must not only consider the grades earned by the student, but also the pace of progress toward a degree. In particular, the student must be on track to graduate within the maximum timeframe for the degree program. Students who are close to or have exceeded the maximum attempted credits allowed for financial aid eligibility may appeal for an extension to our [SAP Policy](#) when unusual circumstances beyond their control contributed to their failure to complete their degree within the allotted number of credits for that degree. All credits attempted are counted for financial aid purposes, including W, I, N, F and P grades. Students with a bachelor's degree also need to complete this form and will only qualify for Federal Student Loans if the appeal is approved. If you have questions, please contact our office.

**Financial Aid | 1300 Fifth Street, Wenatchee, WA 98801 | Email: [financialaid@wvc.edu](mailto:financialaid@wvc.edu) | (509) 682-6810**

### SECTION BELOW FOR OFFICE USE ONLY

\_\_\_\_ Approved    \_\_\_\_ Denied    Date \_\_\_\_\_

Staff Notes:

Wenatchee Valley College is committed to a policy of equal opportunity in employment and student enrollment. All programs are free from discrimination and harassment against any person because of race, creed, color, national or ethnic origin, sex, sexual orientation, gender identity or expression, the presence of any sensory, mental, or physical disability, or the use of a service animal by a person with a disability, age, parental status or families with children, marital status, religion, genetic information, honorably discharged veteran or military status or any other prohibited basis per RCW 49.60.030, 040 and other federal and state laws and regulations, or participation in the complaint process.

The following people have been designated to handle inquiries regarding the non-discrimination policies and Title IX compliance for both the Wenatchee and Omak campuses:

To report discrimination or harassment: Title IX Coordinator, Wenatchee Hall 2322M, (509) 682-6445, [title9@wvc.edu](mailto:title9@wvc.edu).

To request disability accommodations: Student Access Manager, Wenatchee Hall 2131, (509) 682-6854, TTY/TTD: dial 711, [sas@wvc.edu](mailto:sas@wvc.edu).

Wenatchee Valley College está comprometido a una política de igualdad de oportunidades en el empleo y la matriculación de estudiantes. Todos los programas están libres de discriminación y acoso contra cualquier persona debido a raza, credo, color, origen nacional o étnico, sexo, orientación sexual, identidad o expresión de género, la presencia de cualquier discapacidad sensorial, mental o física, o el uso de un animal de servicio por una persona con discapacidad, edad, estatus o familias con niños, estado civil, religión, información genética, veterano descargado honorablemente o estatus militar o cualquier otra base prohibida por el RCW 49.60.030, 040 y otras leyes y reglamentos federales, o participación en el proceso de queja.

Las siguientes personas han sido designadas para atender consultas sobre las políticas de no discriminación y el cumplimiento del Título IX para los campus de Wenatchee y Omak:

- Para denunciar discriminación o acoso: Coordinador del TÁ-tulo IX, Wenatchee Hall 2322M, (509) 682-6445, [title9@wvc.edu](mailto:title9@wvc.edu).
- Para solicitar adaptaciones para discapacitados: Coordinador de acceso estudiantil, Wenatchee Hall 2133, (509)682-6854, TTY/TTD: marque 711, [sas@wvc.edu](mailto:sas@wvc.edu)