



BOWLING GREEN STATE UNIVERSITY
Student Financial Aid and Scholarships

Satisfactory Academic Progress Advisor Certification Form 2022-2023

The following student is failing to meet satisfactory academic progress for financial aid purposes. To ensure the student is working to correct his/her deficiency(ies) and has established an academic plan that will result in the successful completion of his/her degree, the following information must be completed by the student and advisor and submitted to the Student Financial Aid Office (SFA) as part of the student's appeal.

SECTION I – To be completed by the student prior to meeting with your academic advisor:

Student's Name: _____ BGSU ID: _____
Last First

Phone: _____ BGSU Email: _____

Check the criterion/criteria for which you are appealing as stated on your notification letter/email:

☐ Below GPA

☐ Maximum Time Frame

☐ Completion Rate

SECTION II – To be completed by the student and verified by the academic advisor after meeting

Date(s) met with student:

CAREER:

☐ Undergraduate

☐ Graduate

CURRENT TERM:

CAMPUS:

DEGREE:

☐ Summer 2022

☐ Bowling Green

☐ Doctoral

☐ 2nd Doctoral

☐ Certification

☐ Fall 2022

☐ Firelands

☐ Master's

☐ 2nd Master's

☐ Specialization

☐ Spring 2023

☐ Distance

☐ Bachelor's

☐ 2nd Bachelor's

☐ Teacher Licensure/Renewal

☐ E-Campus

☐ Associates

☐ 2nd Associate's

☐ Associate's after Bachelor's

☐ Preparatory Courses for degree in: _____

Students Response

Advisors Confirmation

Declared Major(s)/Minors – Please identify all majors/minors:

Anticipated graduation date for declared major(s):

Total number of credit hours earned toward degree:

Total number of Transfer credit hours earned toward degree:

Degree that student has ALREADY received (if applicable):

Please sign and submit this completed form along with a copy of your graduation plan to your advisor

By signing this, I allow my advisor to provide additional information and submit to SFA on my behalf.

Student Signature _____ Date: _____

Must be submitted by advisor to our office

SECTION III – To be completed by the advisor:

Please provide the additional information requested. Explain any other factors that have contributed to the academic success of this student (i.e., changed majors, studied abroad, internship/co-op, illness, death in the family, etc.), if applicable.

For Maximum Time Frame Appeal, please complete the following:

To graduate, the student must complete_____additional hours including those currently enrolled in.

By signing, you indicate that the information on this form is accurate as of the date signed.

Advisor's Name:_____Email:_____@bgsu.edu
(please print)

Advisor's Signature:_____Ph:_____Date: _____

College/Department: _____

If SFA staff should follow up with another advisor/faculty mentor, please list below:

Name:_____ Title:_____

Advisors, we recommend submitting this form electronically using our document upload feature on our website. Please **do not** send back to student to submit.

DOCUMENT SUBMISSION:

Please be sure to use the Guest Upload option. The student's ID and last name are required to be entered for upload.

https://finaid.bgsu.edu/prd/document_submission/

MAIL OR FAX THIS FORM TO:

Bowling Green State University
Student Financial Aid and Scholarships
227 Bowen-Thompson Student Union
Bowling Green, Ohio 43403-0114
Fax: 419-372-0404.

HAVE QUESTIONS?

If you need assistance completing this form you may contact a financial aid advisor by calling 419-372-2651, M-F, 8:00 am – 5:00 pm.