



Student Name: \_\_\_\_\_ BGSU ID Number: \_\_\_\_\_

BGSU Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Step 1

Please submit a graduation plan that shows which courses still need to be taken and which semesters have been recommended to take them.

Table with 3 columns: Student's Response, Advisor's Confirmation, and rows for credit hours earned, transfer credit hours, remaining credit hours, and graduation date.

Please provide information on reason for student is exceeding maximum time frame credit hours.

Large empty rectangular box for providing information on exceeding maximum time frame credit hours.

Step 2 - Advisor's Attestation

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

Form for advisor attestation with fields for Name, Email, Signature, Phone Number, Date, and College/Department.

Submit Form

This form must be submitted by the Academic Advisor, not the student.

Upload & Submit completed SFA forms at: https://sfa.bgsu.edu/upload

OR

Fax: 419-372-0404 (2-3 business days to process)

Have Questions?

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

You can also ask your question online using our secure web portal at:

https://sfa.bgsu.edu/asksfa