

2014-2015



Financial Aid

Financial Aid Office

5150 N. Maple Avenue, M/S JA 64

Fresno, CA 93740-8026

Phone: (559) 278-2182 Fax: (559) 278-4833

www.fresnostate.edu/studentaffairs/financialaid/

Incomplete Satisfactory Progress Petition

Name: _____	Student ID: _____
Address: _____	Phone: _____
_____	E-mail: _____

Your Satisfactory Academic Progress petition is **INCOMPLETE**. At this time our records indicate that you are missing the following:

- Signature on your student statement.
- An EOP Letter of Recommendation. Schedule an appointment to see your EOP counselor as soon as possible at (559) 278-1787.
- An RSP Letter of Recommendation. Schedule an appointment to see your RSP counselor as soon as possible at (559) 278-4240.
- An academic plan for a student with more than 100 attempted units. Contact your department advisor to obtain a signed academic plan on department letterhead.
- Documentation:
- The statement submitted to our office does not address all the specific semesters that you did not complete 100% of your semester units. Please provide our office with a signed explanation for **each semester** where you received a grade of **F, I, NC, W, WU or RP**, for the following semesters:
- Other:

Please resubmit your petition with all of the information/documentation requested by: _____

Your prompt attention to this matter is greatly appreciated.

Financial Aid Counselor/Technician

Date

NOTE: If you fail to respond, your petition will be returned to you without being processed.