



How to Access Your SAP Appeal Form

Step 1: Login to Webstar and click "My Financial Aid"

The screenshot displays the Imperial Valley College Webstar dashboard. The background features a large stone monument with the college's name. The dashboard is organized into several widgets:

- Student Self Service Links:** Includes links for General, Student, Student Profile, Degree Works, Legacy WebSTAR 8, and Registration Survey.
- Employee Self Service Links:** Includes links for General, Employee, Faculty, Finance, and Legacy WebSTAR 8.
- My Student Dashboard:** Displays a grid of eight student avatars.
- My Financial Aid:** This widget is highlighted with a red border and shows a hand holding a document over a laptop keyboard.
- Class Schedule:** Shows the schedule for July 2024, with 'Today' selected as Wednesday, July 3rd. The schedule is currently empty for the 8 AM, 9 AM, and 10 AM slots.
- Campus Map:** A map showing the location of Imperial Valley College at 380 E Aten Rd, Imperial CA, with a callout box.
- Quick Links:** A list of links including General Self Service, Classes & Registration, Student Self Service, Employee Self Service, Finance Self Service, Faculty Self Service, Student Profile, and Degree Works.
- Campus Weather:** Shows the current weather as 109°F with scattered clouds. A 5-day forecast is provided below.

Day	Weather	High	Low
Wed	Scattered Clouds	111°F	86°F
Thu	Sunny	117°F	84°F
Fri	Sunny	122°F	88°F
Sat	Sunny	122°F	90°F
Sun	Sunny	120°F	86°F

Step 2: Under Unsatisfied Requirements, Click on "Financial Aid Appeal"

WebSTAR ⚙️ 👤

Financial Aid Aid Year: Fall 2023 to Summ...

[Home](#) [Offer](#) [Financial Aid History](#) [Resources](#) [Notifications](#) [Satisfactory Academic Progress](#) [College Financing Plan](#)

Important Information ▼
All information regarding your financial aid eligibility, outstanding requirements, award offers (if eligible) and payments can be found on WEBSTAR. We also send important information to your IVC student email account, so...

Student Requirements ⓘ

Document Submission
Forms and documents must be submitted through the verification system or in person. Please do not submit documents through email. If you need assistance please call 760-355-6266 or visit the financial aid office.

Unsatisfied Requirements

Financial Aid Appeal IS STILL NEEDED ▼
Last update: 07/02/2024

Satisfied Requirements

2023-24 Terms and Conditions HAS BEEN RECEIVED AND SATISFIED
Last update: 03/22/2023

Step 3: On StudentForms, Select "2023-2024 SAP Appeal Form"

The screenshot displays the StudentForms application interface. On the left is a navigation sidebar with icons and labels for 'Needs Action', 'Completed Actions', 'My Docs', 'Activity', and 'Contact Us'. The main content area has a dark header with the text 'StudentForms' and a 'Manage Requests' button in the top right. Below the header, a 'Needs Action' section contains a card for the '2023-2024 SAP Appeal Form'. This card features a circular progress indicator showing '1 Task Left' and a table of task counts.

Task Status	Count
Needs Action	1
Submitted	0

Version 22.59.26737
[Accessibility Statement](#)

Step 4: Click on "SAP Appeal Form" to Show Information

The screenshot displays the StudentForms application interface. On the left, a vertical sidebar contains navigation options: 'Needs Action' (with a clipboard icon), 'Completed Actions' (with a checkmark icon), 'My Docs' (with a document icon), 'Activity' (with a person icon), and 'Contact Us' (with a group icon). The main content area is titled 'StudentForms' and shows a breadcrumb path: 'Needs Student Action > 2023 - 2024 SAP Appeal Form'. Below this, the heading '2023 - 2024 SAP Appeal Form' is followed by a prominent black button with a white right-pointing chevron and the text 'SAP Appeal Form'. This button is highlighted with a red rectangular box. At the bottom center of the page, the text 'Version 22.59.26737' and a link for 'Accessibility Statement' are visible.

Step 5: To Complete Form, Click on "Fill Out"

The screenshot displays the 'StudentForms' application interface. On the left is a navigation sidebar with icons and labels for 'Needs Action', 'Completed Actions', 'My Docs', 'Activity', and 'Contact Us'. The main content area is titled '2023 - 2024 SAP Appeal Form' and contains a section header 'SAP Appeal Form' with a dropdown arrow. Below this, there is explanatory text: 'You have been disqualified due to lack of academic progress. If you had special circumstances that affected your academic progress, you may appeal by completing this web form. Your Financial Aid File must be completed first in order to appeal. The deadline to submit your SAP Appeal for each term is listed below:' followed by a bulleted list of deadlines: Summer 2024 - June 30, 2024; Fall 2024 - November 15, 2024; Spring 2025 - May 16, 2025; and Summer 2025 - July 7, 2025. A blue notification bar states: 'The deadline to submit your SAP Appeal for Summer aid is June 30, 2024'. Another blue bar indicates 'Appeal Status: Open'. At the bottom, there are two task items: 'SAP Appeal Form' and 'Upload Supporting Documentation', each with a red circle icon and a help icon. To the right of these items are two buttons: 'Fill Out' (highlighted with a red box) and 'Upload'. At the very bottom right is a 'Submit' button.

StudentForms

Needs Student Action > 2023 - 2024 SAP Appeal Form

2023 - 2024 SAP Appeal Form

✓ SAP Appeal Form

You have been disqualified due to lack of academic progress. If you had special circumstances that affected your academic progress, you may appeal by completing this web form.
Your Financial Aid File must be completed first in order to appeal.
The deadline to submit your SAP Appeal for each term is listed below:

- Summer 2024 - June 30, 2024
- Fall 2024 - November 15, 2024
- Spring 2025 - May 16, 2025
- Summer 2025 - July 7, 2025

The deadline to submit your SAP Appeal for Summer aid is June 30, 2024

Appeal Status: Open

- SAP Appeal Form
- Upload Supporting Documentation

IMPORTANT: Sign the Form Using the "E-Sign." If Form is NOT Signed When Reviewed, an Appt. Will NOT be Scheduled.

Do you have a Comprehensive Student Educational Plan (CSEP) for your current major?

Yes

No

Semester and year your CSEP was completed

N/A

Certification and Signatures

Each person signing this worksheet certifies that all of the information reported on it is complete and correct. **WARNING: If you purposely give false or misleading information on this worksheet, you may be fined, be sentenced to jail, or both.**

The student must sign and date this form.

Student's Signature

Date

Spouse's Signature (optional)

Date

[← Back](#)

E-Sign PIN

[Forgot your E-Sign PIN?](#)

Opt out of E-Sign NO

E-Sign

Step 6: Once Form is Completed, Click "Upload" to Insert Supporting Documentation

The screenshot displays the 'StudentForms' interface. On the left is a navigation sidebar with options: Needs Action, Completed Actions, My Docs, Activity, and Contact Us. The main content area is titled '2023 - 2024 SAP Appeal Form' and contains a section for 'SAP Appeal Form'. This section includes instructions: 'You have been disqualified due to lack of academic progress. If you had special circumstances that affected your academic progress, you may appeal by completing this web form. Your Financial Aid File must be completed first in order to appeal. The deadline to submit your SAP Appeal for each term is listed below:' followed by a bulleted list of deadlines: Summer 2024 - June 30, 2024; Fall 2024- November 15, 2024; Spring 2025 - May 16, 205; and Summer 2025 - July 7, 2025. A blue notification bar states: 'The deadline to submit your SAP Appeal for Summer aid is June 30, 2024'. Below this, the 'Appeal Status: Open' is shown. A table lists the 'SAP Appeal Form' with a 'Download' link and a 'Date Filled Out' of 07/03/2024. At the bottom of the table, there is an 'Upload Supporting Documentation' section with a red-bordered 'Upload' button. A 'Submit' button is located at the bottom right of the page.

StudentForms

Needs Student Action > 2023 - 2024 SAP Appeal Form

2023 - 2024 SAP Appeal Form

✓ SAP Appeal Form

You have been disqualified due to lack of academic progress. If you had special circumstances that affected your academic progress, you may appeal by completing this web form.

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The deadline to submit your SAP Appeal for each term is listed below:

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- Fall 2024- November 15, 2024
- Spring 2025 - May 16, 205
- Summer 2025 - July 7, 2025

The deadline to submit your SAP Appeal for Summer aid is June 30, 2024

Appeal Status: Open

SAP Appeal Form	<input type="button" value="Fill Out"/>
Download	Date Filled Out
SAP Appeal Form.pdf	07/03/2024

Upload Supporting Documentation


Step 7: Once Documents are Uploaded, Click "Submit"

You have been disqualified due to lack of academic progress. If you had special circumstances that affected your academic progress, you may appeal by completing this web form.



Your Financial Aid File must be completed first in order to appeal.

The deadline to submit your SAP Appeal for each term is listed below:

- Summer 2024 - June 30, 2024
- Fall 2024- November 15, 2024
- Spring 2025 - May 16, 2025
- Summer 2025 - July 7, 2025

 The deadline to submit your SAP Appeal for Summer aid is June 30, 2024

Appeal Status: Open

 SAP Appeal Form 


 Fill Out

Download

Date Filled Out

[SAP Appeal Form.pdf](#)

07/03/2024

 Upload Supporting Documentation 

+ Add Page(s)

Filename

Date Uploaded

 [fafsa-400.png](#)

07/03/2024

Submit

Step 8: Make Sure to Click "Finish" to Fully Submit Appeal

Note: Once "Finish" is Selected, Student Will NOT be able to Make Changes to Form.

The screenshot displays the 'StudentForms' application interface. On the left is a navigation sidebar with icons and labels for 'Needs Action', 'Completed Actions', 'My Docs', 'Activity', and 'Contact Us'. The main content area shows a breadcrumb trail 'Needs Student Action > 2023 - 2024 SAP Appeal Form' and a title '2023 - 2024 SAP Appeal Form'. Below the title is a warning message: 'After you click finish you will be prevented from making further changes while your files are being reviewed.' A dark horizontal bar contains a chevron icon, the text 'SAP Appeal Form', and a checkmark icon. In the bottom right corner of this bar, a dark button labeled 'Finish' is highlighted with a red rectangular box. At the bottom center of the page, the text 'Version 22.59.26737' and 'Accessibility Statement' is visible.

SAP Appeal will take 2-3 weeks to be reviewed. If Approved, Denied, or further documentation is needed, a message will be posted on StudentForms (same website where appeal is submitted).