



California State University, Sacramento
 Student Service Center
 Financial Aid and Scholarships Office
 Lassen Hall
 6000 J Street, Sacramento, CA 95819-6044

Print Student Name _____

Student ID #

OFFICIAL ACADEMIC PLAN
Satisfactory Academic Progress Appeal

As part of your Satisfactory Academic Progress (SAP) Over Unit Appeal, you must complete an Official Academic Plan in order to successfully meet your expected graduation term.

Deadline

Fall 2020: September 7, 2020
Spring 2021: February 8, 2021

Career: Undergrad Credential Graduate 2nd Bachelor 2nd Credential 2nd Master Doctorate
Major/Minor: _____ **Expected Graduation Term:** _____
Have you applied to graduate? Yes or No: If yes, 1.) Enter courses needed to complete degree and, 2.) complete the Student Certification. Advisor signature is not needed if you have applied to graduate.

Submit an Official Academic Plan for each Major/Minor

Do you have major courses to complete? Yes or No If yes, complete Part I.

Part I. List Major Courses

Fall 2020		Spring 2021		Summer 2021	
Major Course(s)	Units	Major Course(s)	Units	Major Course(s)	Units
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
Fall 2021		Spring 2022		Summer 2022	
Major Course(s)	Units	Major Course(s)	Units	Major Course(s)	Units
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Major Advisor Certification

In accordance with the above named student's academic plan. I certify that the major course(s) listed above will apply toward the completion of the stated educational degree objective at Sacramento State for the major listed on this plan.

Print Name: _____ **Signature:** _____
Title: _____ **Date:** _____



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OFFICIAL ACADEMIC PLAN CONTINUED

Do you have General Ed and/or graduation requirement courses to complete? Yes or No
 If yes, complete Part II.

Part II. List General Ed / Graduation Requirement Courses

Fall 2020		Spring 2021		Summer 2021	
Course(s)	Units	Course(s)	Units	Course(s)	Units
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
Fall 2021		Spring 2022		Summer 2022	
Course(s)	Units	Course(s)	Units	Course(s)	Units
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Advisor Certification

In accordance with the above named student's academic plan. I certify that the general course(s) and/or graduation requirements listed above will apply toward the completion of the stated educational degree objective at Sacramento State.

Print Name: _____ Signature: _____
 Title: _____ Date: _____

Part III: Student Certification

I certify that I have read and understand the following:

- In order to successfully graduate by the expected graduation term, I must enrolled in required coursework
- I must inform the Financial Aid & Scholarships Office in writing, if there are changes to my required coursework
- The Financial Aid & Scholarships Office will review my coursework after Census of each probation semester, and will notify me of any changes made to my award(s)
- I may be placed in repayment of aid or my aid maybe adjusted, if I enroll and I am disbursed aid for coursework that does not apply towards my degree objective
- I must pass SAP Probation Standards at the end of each probation semester to maintain my aid eligibility
- The Financial Aid & Scholarships Office may revise my official academic plan based on Academic Requirements and/or information provided by Degree Evaluations or Graduate Studies

Student Signature: _____ Date: _____

Once completed upload financial aid documents at
<https://onbase.csus.edu/unity/forms/faupload.aspx>