



*Office of the Registrar*

*Academic Probation (A1)*

June 2, 2015

**Please do not reply to this email but  
follow the instructions in this letter**

Student Name  
Address  
City, State, Zip

Dear Student:

At the closing of this semester, we found that you are not in compliance with Pfeiffer's Satisfactory Academic Progress (SAP) Policy\*. This policy requires (1) that you earn 67% of the total hours attempted and (2) that you meet the GPA required per the Graduate Academic Standing Scale contained in the University Catalog.

As a consequence, you have been placed on "Academic Probation" for the following semester. Since this probation status\* is the direct result of poor academic performance, there is no appeal from this designation. To remain an enrolled student at Pfeiffer University, you must agree to follow an "Academic Study Plan" for the next two semesters.

In addition to being on "Academic Probation" your **financial aid has been cancelled**. You have the right to appeal for the reinstatement of your financial aid by following the instructions available at: [http://www.pfeiffer.edu/images/stories/Financial\\_Aid/Forms/2012-2013/Satisfactory\\_Academic\\_Progress\\_appeal\\_process.pdf](http://www.pfeiffer.edu/images/stories/Financial_Aid/Forms/2012-2013/Satisfactory_Academic_Progress_appeal_process.pdf)

For more information about the Financial Aid appeals, you may contact the Office of Financial Aid at (704) 463-3045.

If you need further academic information, please contact Dr. Jimmy Atkins, Assistant Dean of Business, Director of Graduate Business Programs at jimmy.atkins@pfeiffer.edu.

\*A complete version of the Satisfactory Academic Progress Policy (SAP) is included in the University Catalog available on the Pfeiffer website.

Sincerely,

Lourdes Silva  
Registrar

Copy: Advisor Name  
Student File

