



## Satisfactory Academic Progress (SAP) Maximum Time Frame (MTF) Petition Form

### Student Information

Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

### Petition Information

The petition process is limited to the following criteria:

- Your appeal was denied and you would like it to be reconsidered based on additional information that was not included in your original appeal.

Check [minneapolis.edu/saphelp](http://minneapolis.edu/saphelp) for petition deadline.

**I am petitioning my denied (check all that apply):**

- Academic Suspension
- Financial Aid Suspension
- Maximum Time Frame Suspension

### Petition Personal Statement

Please type and attach your personal statement. Explain the reason of your petition and attached any supporting documentation. Your personal statement must address the following questions:

1. Why was your appeal denied?
2. What information are you providing that was not included in your appeal?

By signing below I certify my understanding that

1. If my petition is approved, I will agree to adhere to all conditions listed in the determination notification, and
2. If I choose not to attend classes at Minneapolis College, I understand I am responsible for dropping my classes by the drop deadline and will be responsible for any charges.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

### Petition Submission

Submit your petition: In person to Student Services Center (T.2200)

If you are unable to submit in person, email your petition form & documentation in **PDF** format via email to:  
[suspension.petitions@minneapolis.edu](mailto:suspension.petitions@minneapolis.edu)

### Notification of Outcome

You will be notified of your petition outcome to your college issued email address and personal email address on college record. Please check eServices to ensure that your personal information is updated.

For more information go to [Satisfactory Academic Progress Help](#) OR [Submit a Question to Minneapolis College](#).

**MINNEAPOLIS COLLEGE OFFICE USE ONLY: PETITION DETERMINATION**

Petition is **APPROVED** for:

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- SAP Suspension
- FAS Suspension
- MTF Suspension through Term/Year \_\_\_\_\_

Petition is **DENIED** for:

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- SAP Suspension
- FAS Suspension
- MTF Suspension

Comments/Additional information regarding above-noted decisions (s):

**Reviewed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Minneapolis College is an equal opportunity educator and employer. This document is available in alternative formats to individuals with disabilities by calling Accessibility Resource Center at 612-659-6730 or by emailing [accessibility@minneapolis.edu](mailto:accessibility@minneapolis.edu).