

# SAP Workshops-Online

**Students on denied financial aid for not making Satisfactory Academic Progress (SAP), are required to attend a SAP workshop in order to submit an appeal.**

**Students may now attend an online workshop to fulfill this requirement.**

Use FATV's GetCounseling site to complete the online SAP workshop. The workshop consists of three series of videos, for about 1 hour total (same as the in-person workshop). You will be required to answer quiz questions along the way in order to progress through the videos. Follow the steps below to complete the online workshop:

1. Click the following link, or copy/paste it into a browser:  
<http://sjcc.get-counseling.com/flag-session/16863+16864+16865>
2. Create an account (no charge) by clicking the REGISTER button, and follow the instructions
3. Log-in and click on the "Dashboard" link toward the top/left of the page. You should see three recommended sessions. To complete the session, click the START button, view the videos and answer the questions as applicable. Repeat this step for each of the three sessions. **All three sessions must be completed to fulfill the workshop requirement.**
4. After completing each session, click on "Print this page for your records." Print the page(s) and include it with your appeal and documents.

You will need to submit a current Educational Plan with your appeal. If you do not have a current Educational Plan, you will need to schedule an appointment with a counselor to do so:

**Be sure to bring the following materials when you meet with a counselor:**

- *Educational Plan* – the most current Ed Plan you have
- *SJCC Transcripts* – unofficial copies or printouts from MyWeb
- *Other College Transcripts*

**Deadline:**

Appeals and associated documents must be submitted by the following deadlines:

**Fall 2019: Friday November 15, 2019**

**Spring 2020: Friday April 24, 2020**

**Required Documents**

1. SAP Appeal Form: <http://www.sjcc.edu/FinancialAid/Documents/1920.SAP.appeal.pdf>
2. Documentation of Extenuating Circumstances (as applicable)
3. Educational Plan and/or Graduation/Certificate Petition
4. Confirmation that you completed each of the three sessions (see step 4 above)

**Additional Information:**

- Appeals will not be accepted prior to completing a workshop
- Be sure to have official transcripts sent to Admissions & Records
- Unofficial transcripts may be used to assist in developing or revising your Ed Plan