

## Purpose

This tutorial will help students view their Satisfactory Academic Progress (SAP) status.

### Step 1

Go to [myGSU Portal homepage](#). Log in to the portal using your GovState username and password.

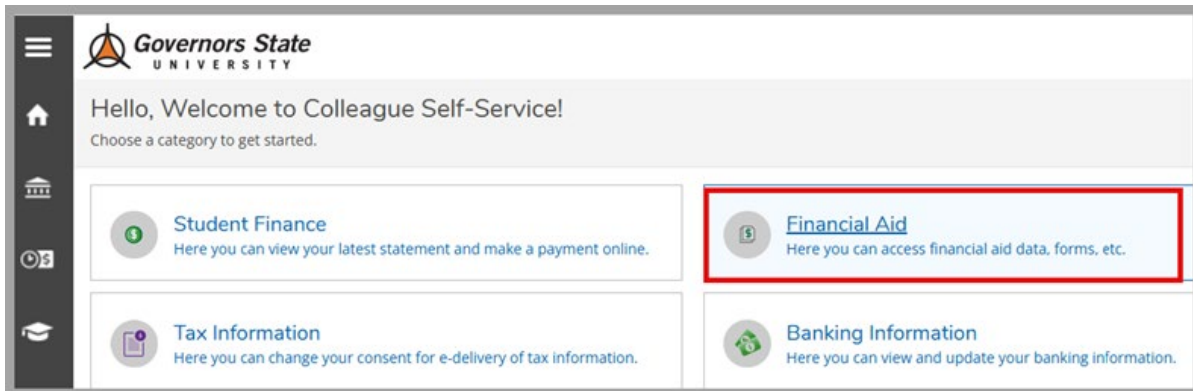
### Step 2

Click the **Self-Service Button**.



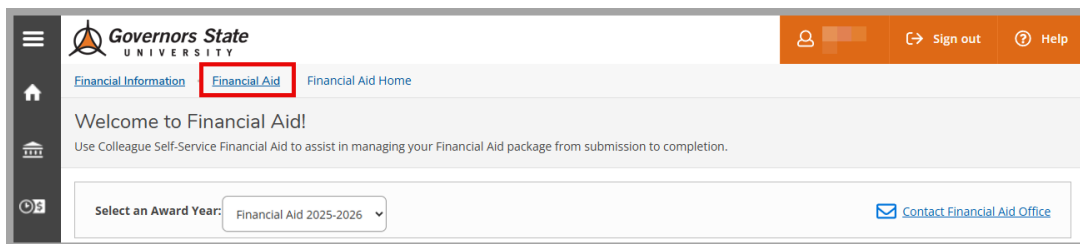
### Step 3

When the Self-Service menu opens, click the **Financial Aid link**.



### Step 4

The Financial Aid homepage will open in a new tab.



### Step 5

You can find **Financial Aid Resources** on the Financial Aid Home screen. Depending on the size of your screen, you will find **Financial Aid Resources** either on the lower right side of the page or as a tab with your checklist.

Checklist	
✓ Completed	Submit a Free Application for Federal Student Aid (FAFSA)
✓ Completed	Complete required documents
✓ Completed	Your application is being reviewed by the Financial Aid Office
⚠ Action Needed	<a href="#">Review and accept your Financial Aid Award Package</a>
✓ Completed	Complete Direct Loan Entrance Counseling
✓ Completed	Sign a Direct Loan Master Promissory Note Your MPN Expires on 7/15/2035

Pell Lifetime Eligibility Used	
Pell Lifetime Eligibility Used	400.000%

Financial Aid Counselor	
Office of Financial Aid	<a href="tel:708-534-4480">708-534-4480</a> <a href="#">Contact Financial Aid Office</a>

Resources	
Form Links	
<a href="#">Loan Reduction Form</a>	
Helpful Links	
<a href="#">Master Promissory Note</a>	
<a href="#">FAFSA Application</a>	
<a href="#">PLUS Loan Application - FSA</a>	
<a href="#">PLUS Loan Application - GSU</a>	
<a href="#">NSLDS Information</a>	
<a href="#">Entrance Counseling</a>	
<a href="#">Scholarship Information</a>	
<a href="#">GSU Forms and Publications</a>	
<a href="#">GSU Financial Aid</a>	
<a href="#">IRS Transcript Request</a>	

OR

Checklist	Financial Aid Counselor	Resources	Pell Lifetime Eligibility Used
Checklist			
✓ Completed	Submit a Free Application for Federal Student Aid (FAFSA)		
✓ Completed	Complete required documents		
✓ Completed	Your application is being reviewed by the Financial Aid Office		
⚠ Action Needed	<a href="#">Review and accept your Financial Aid Award Package</a>		
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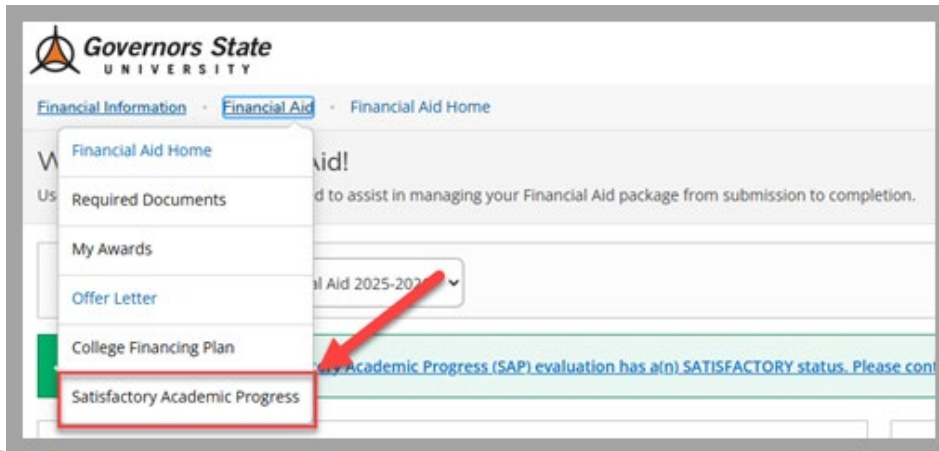
# View My Satisfactory Academic Progress (SAP)

## Financial Aid - Online Services Tutorial



### Step 6

From the Financial Aid Home screen, click the **Financial Aid Link**. A dropdown will appear. Choose **Satisfactory Academic Progress**. The screen will open in a new window.



### Step 7

The Satisfactory Academic Progress page will appear for your viewing.

**1** ✓ You are currently making satisfactory academic progress. Please contact your Financial Aid Counselor if you need further assistance.

**2** **SAP Status** *Date Reviewed: 5/22/2025*

Evaluation Period: 2025SP - 2025SP

Program: UG Social Work

SAP Status: ✓ **SATISFACTORY**

**3** ^ What does **SATISFACTORY** Academic Progress mean?  
A **SATISFACTORY** SAP status means that you are meeting all of the requirements of the SAP policy to continue receiving financial aid.

**4** **SAP Details**

✓ Maximum Program Credits	180.00
✓ Attempted semester credits	15.00
✓ Completed semester credits	15.00
✓ Semester GPA	4.000
✓ Cumulative attempted credits	57.00
✓ Cumulative completed credits	57.00
✓ Cumulative GPA	4.000

**5** **SAP History**

Evaluation Period	SAP Status
2024FA - 2024FA	SATISFACTORY >
2024SP - 2024SP	SATISFACTORY >

**Financial Aid Counselor**

Office of Financial Aid [708-534-4480](tel:708-534-4480)  
[Contact Financial Aid Office](#)

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### **Listing of Satisfactory Academic Progress (SAP) Page Items**

1. The SAP screen allows you to view your status for Financial Aid easily at the top of the screen. In the sample above, the student has a Satisfactory status. You can have any one of six (6) possible statuses: Satisfactory, Warning, Cancel, Maximum Timeframe, Probation on Appeal, and Unable to Calculate. If you have questions about your status, please contact your Financial Aid Counselor.
2. The SAP Status section lists the Evaluation Period and your Program.
3. To find more information about your status, use the expand/collapse icon.
4. The SAP Details section lists information about your credits and GPA. Use the expand/collapse icons to view more information.
5. The SAP History section allows you to view your past term(s) SAP Statuses. Use the expand/collapse icons to view detailed information.

If you have any questions, please contact the Office of Financial Aid & Scholarships.

### **Contact the Office of Financial Aid & Scholarships:**

- Phone: 708.534.4480 or ext. 4480
- Email: [faid@govst.edu](mailto:faid@govst.edu)