



Satisfactory Academic Progress (SAP) Policy

2011-2012

- Students who receive federal, state and/or institutional financial aid must maintain Satisfactory Academic Progress (SAP).
- Minimum “qualitative” and “quantitative” standards must be met to maintain eligibility for all financial aid programs. These standards include maintaining a minimum grade point average (GPA) of 2.0 after four semesters and the completion of the undergraduate degree within 10 semesters.
- All coursework is included in the SAP review. This includes coursework completed as a non-degree student and coursework prior to readmission. Transfer credits are included in the 10 semester SAP review.

The chart below illustrates the minimum credits a student should complete after each semester.

Total Semesters	1	2	3	4	5	6	7	8	9	10
Minimum Earned Credits	5	10	20	30	45	60	75	90	105	120

(This scale is for financial aid purposes only. Individual majors, academic scholarships and other aid sources may have more rigorous requirements.)

Financial Aid Services monitors SAP at the end of each semester, including summer, for financial aid recipients. After the conclusion of each semester, students who do not meet the minimum SAP requirements are notified and either placed on Financial Aid Warning (FA Warning) or Financial Aid SAP Not Meet (FA SAP Not Meet). Students placed on FA Warning are eligible for financial aid consideration and do not need to appeal. Students placed on FA SAP Not Meet are no longer eligible for financial aid and may submit a SAP appeal to be considered for financial aid for one semester. Students that have been readmitted that were not meeting the minimum SAP requirements previously are placed on FA SAP Not Meet. Appeal information below.

Students on FA Warning are reviewed at the end of each semester. If their academic standing:

- Meets the SAP requirements: Eligible for financial aid.
- Does not meet the SAP requirements: Placed on **SAP Not Meet** and may appeal.

Appealing for Continued Financial Aid Eligibility:

Students with extenuating circumstances and support from their Academic Dean can appeal for one semester of financial aid eligibility. The student appeals by meeting with their Academic Dean and submitting a Satisfactory Academic Program Plan (SAPP) as determined by their Dean that will enable the student to regain SAP. The student must also submit a letter to Financial Aid Services explaining the extenuating circumstances which led to their current academic standing. If the appeal is approved, the student is placed on Financial Aid Academic Plan (FA Academic Plan) and is eligible for financial aid consideration for one semester.

The extenuating circumstances that may be considered include:

- Death in the family;
- Accident;
- Illness;
- Other academic performance factors beyond the student’s control.

The extenuating circumstances below may only be considered for student exceeding the 10 semester calculation, not GPA. In addition to the above circumstances, they include:

- Change of major;
- Transfer of credits from another institution.

Students who were on FA Academic Plan and continue to not meet the minimum SAP requirements will be placed on SAP Not Meet. The student must meet with their Academic Dean to ensure that they have made progress toward meeting their established academic plan and provide a SAPP form to Financial Aid Services. The student may then be placed on FA Academic Plan again and considered for financial aid.