Area: Student Services

Policy Name: Satisfactory Academic Progress

Policy Statement: Federal regulations require students to make satisfactory academic progress toward the completion of a Technical Certificate or Associate Degree to be eligible for continuing financial aid. The purpose of this policy is to establish standards for satisfactory academic progress for students receiving financial aid. The policy establishes the scope of applicability, the definition of “good standing,” and sets forth the standards for student appeal of the policy.

Scope: This policy applies to all students receiving Financial Aid including students transferring to the institution who may have used financial aid at other institutions of higher education.

Definitions

Good Academic Standing - Students must achieve the following standards:
1. Completion of 67% of all attempted credit hours, including those for which aid was not awarded.
2. Maintain a minimum cumulative grade point average (GPA) of 2.00 on all attempted credit hours, including those for which aid was not awarded. Each attempt is calculated into attempted credits.
   Attempted credit hours include grades of: P = Pass W = Withdrawal F = Fail I = Incomplete
   All other course grades (0.0 - 4.0).
3. SAP also requires that financial aid recipients complete their Associate Degree or Technical Certificate within the time frame which, by federal regulation, is 150% of the published length of the program.
   • When students have attempted the maximum number of credits, financial aid will be terminated.
   • All credits attempted shall be taken into consideration when determining the maximum number of credits, whether or not students received aid for those attempted credits.
   • Student possessing a Bachelor's degree are not eligible for the Federal Pell Grant.
   • When a student seeks to complete a second Associates Degree or Technical Certificate use of Title IV funds shall be restricted to required courses, not yet attempted, regardless of credit limit status.

SAP standards are reviewed at the conclusion of every semester (payment period).

Financial Aid Warning Status - Students not meeting the requirements of the SAP policy are placed on warning status for one semester (payment period). Students on warning may receive grants, loans or student employment for one semester. Other forms of aid are contingent upon the requirements of those funders.
To receive financial assistance beyond the warning period, the student must achieve a minimum cumulative 2.00 grade point average and successfully complete 67% of all attempted credit hours. Warning cannot be extended beyond one semester. [34 CFR 668.34(b)]

Financial Aid Suspension Status - Students who do not meet SAP after the warning status period are suspended from additional financial assistance as determined by funder criteria. Students are ineligible for any assistance until, at their own expense, they have improved their cumulative grade point average and/or completion rate. [34 CFR 668.34(b)]

Financial Aid Probation (Appeal) – Students who fail to meet SAP guidelines due to circumstances beyond their reasonable control may appeal their suspension. All appeals must be submitted to the Director of Financial Aid. Students submitting appeals are required to state the reason(s) why they failed to meet SAP and explain what will allow them to meet SAP now. Neutral third party documentation supporting the reasons for the appeal must be attached or the appeal will not be considered.

If the appeal is granted and aid is reinstated, the student will be placed on a probation status and eligible to receive aid for one semester (payment period). [34 CFR 668.34(b)]

Procedures:

To be eligible for Title IV aid, institutional awards, and other state and local financial aid programs a student must maintain satisfactory academic progress (SAP). SATC shall determine the academic standards and criteria necessary to meet SAP. SATC’s Financial Aid Office shall monitor academic progress for all students seeking or receiving aid, including transfer students. The Financial Aid office shall establish procedures to assure review of SAP occurs in accordance with and at a frequency consistent with Federal Student Aid guidelines.

A student may request reconsideration of a financial aid denial if they are able to demonstrate special circumstances as defined in the Financial Aid Appeal Form.

Contact: Director of Financial Aid / Financial Aid Specialist

Related Forms:

Adopted: September 22, 2014

Updated: