

Satisfactory Academic Progress Policy

Satisfactory Academic Progress will be measured in four separate ways. The four areas to be measured will be GPA, credits attempted vs. credits completed, maximum credits allowed, and unofficial withdrawals (students with all F's). The satisfactory academic progress for each student will be measured at the end of each semester of attendance (including summer).

All credits, including transfer credits, will be used in calculating both the Quantitative and Qualitative components of Satisfactory Academic Progress. Listed below are the four areas measured:

- GPA** In order to meet the requirements, a student will need to have an academic standing consistent with the requirement for graduation from the program at the end of the first, second, and third terms. At the end of the fourth term of enrollment (including attendance at other institutions), a student **MUST** have a C (2.0) or better average. The student's cumulative GPA (including transfer credits) and current term GPA will be used to determine the academic standing. If the student is not in compliance, the student will be suspended and will not be eligible to receive federal financial aid.
- Credits Attempted** Students **MUST** complete 66.667% of the credits attempted. This percentage will be calculated for both cumulative (including transfer credits) and current credits. [NOTE: Classes added after the 8th instructional day of the semester will be considered attempted; classes dropped after the 8th instructional day of the semester will appear on the transcript with a "W" (withdrawal notation) and will be considered attempted but not completed.] If the student is not in compliance, the student will be suspended and will not be eligible to receive federal financial aid.
- Maximum Time Frame** Students must complete their program within 150% of the published length of the program. Credits considered attempted (as defined for the credits attempted in #2) will be considered in the 150%. To monitor maximum attempted credits, a table will be set up as follows:
WARNING: Students who have attempted 125% of their program credits will get a warning letter (i.e. If 128 is the number of credits needed for a four-year program, then 125% of 128 credits would equal 160 credits). A student who has attempted 160 or more credits will receive a warning letter. (If undecided or enrolled in a two-year program, 64 is the number of credits used for monitoring. 125% of 64 credits would equal 80 credits). A student who has attempted 80 or more credits will receive a warning letter.
PROBATION: Students who have attempted 140% of their program credits will get a probation letter (i.e. If 128 is the number of credits needed for a program, then 140% of 128 credits would equal 180 credits). A student who has attempted 180 or more credits will receive a probation letter. (If undecided or enrolled in a two-year program, 64 is the number of credits used for monitoring. 140% of 64 credits would equal 90 credits). A student who has attempted 90 or more credits will receive a probation letter.
SUSPENSION: Students who have attempted 150% of their program credits will receive a suspension letter.
- Unofficial Withdrawals (all F's/I's)** Students who receive all Failing grades or Incompletes in a semester will automatically be placed on financial aid suspension status.

Notification Students who fail to meet the standards of Satisfactory Academic Progress will receive notification by mail; the information is also available by logging into the Campus Connection portal. Click on Student Self Service>Personal Portfolio>Holds and To Dos>Holds.

Appeal Process Students who have been placed on financial aid suspension may appeal by requesting an Appeal Form (ON BACK). Appeals are evaluated on an individual basis. If the Director of Financial Aid denies the appeal, the student may request further evaluation from the Appeals Committee. Action taken by the Appeals Committee will be considered final.

